

ICPE 2020

Instructions for recording and uploading virtual presentations

Submit a video recording of your slide presentation narrated with your audio

- Submit your video by **October 31st, 2020 at 24:00 JST** through an URL that is informed via email for presenters.
- Submit your presentation as an MP4 file.
The file size should not be larger than 500 MB.
- Presentation should not be longer than 10 minutes.
- Name your presentation with this naming convention:
PresentationNumber_Familyname.mp4 (i.e. A-1-1_Sato.mp4, for example).

Submission of your presentation

- Open the URL that is informed via email from the conference.

The image shows a web form for submitting files. It has three main sections with callouts:

- 1. Please confirm the session**: A callout box pointing to a text input field containing "A-1 Digital design and manufacturing systems".
- 2. Please drop the file here**: A callout box pointing to a large dashed blue box containing a cloud icon with document symbols, the text "Drag and drop files", and a "Select Files" button.
- 3. Please push the submit button**: A callout box pointing to a blue "Submit" button at the bottom right of the form.

Suggested Recording Platforms

- Record using PowerPoint : [Instructions](#)
- Record using Zoom : [Instructions](#)