

# ESREL 2020 PSAM 15



## Video presentation recording *Tutorial*

### Step 1 - Install the software

- Download the software from <https://www.e-slides.net/en/telechargement-e-slides/> only available for *Windows 10 or Windows 7*.
- Double click on the downloaded file to Install the software (*It may be needed to authorize windows or your antivirus*).

### Step 2 – Login

- Launch eSlides software
- Select your language (English/French)
- Click on Speaker access
- Enter the title of the event: **ESRELPSAM**
- Enter your email address
- Enter the password you received by email.

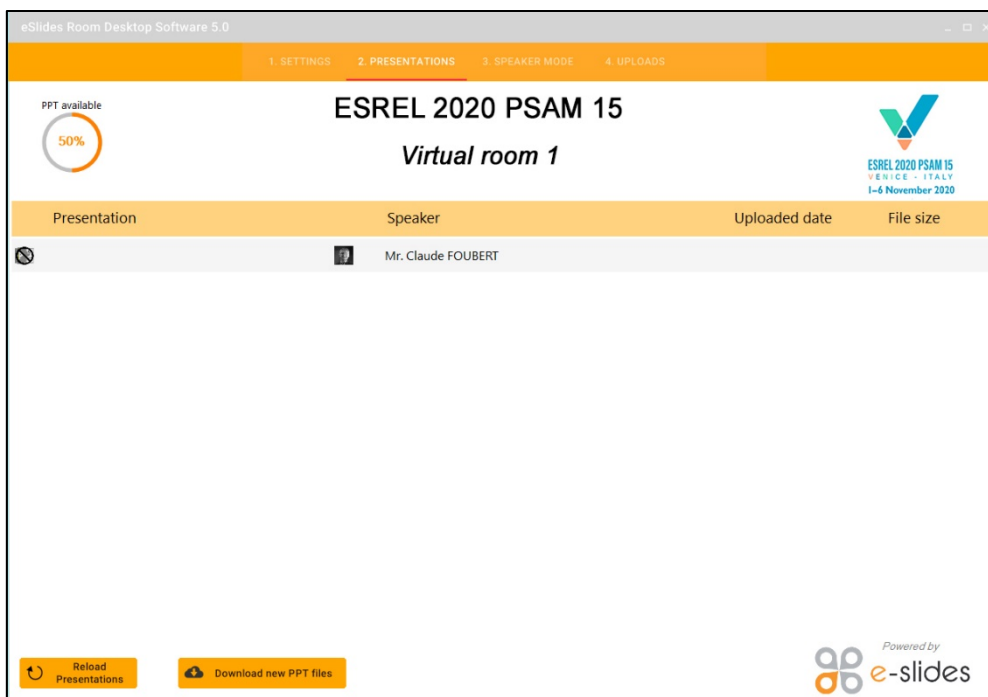
A screenshot of the 'eSlides Login' window. The window title is 'eSlides Login' with a close button (X) in the top right corner. In the top right corner of the window, there are two circular icons representing the French and British flags. Below the flags, there are two radio buttons: 'Manager Access' (unselected) and 'Speaker Access' (selected). Underneath, there are three input fields. The first field contains the text 'ESRELPSAM'. The second field contains the text 'myemail@address.com'. The third field contains the text '12345'. At the bottom center of the window, there is a yellow 'Submit' button.

### STEP 3: Set up your recording

- Choose your webcam (*It may be needed to authorize windows or your antivirus*).
- Choose your microphone (*It may be needed to authorize windows or your antivirus*).
- Choose your screen, the one on which you will launch your Powerpoint presentation (*It may be needed to authorize windows or your antivirus*).
- Click on “Save this configuration”.



- The box below will automatically pop-up. It already displays the title of your presentation and the speaker name.



- Double-click on the presentation title to open the speaker mode.

#### STEP 4: Record your oral presentation

- Click on “open a local presentation” and select the PowerPoint file from the dialog box that will automatically pop-up.



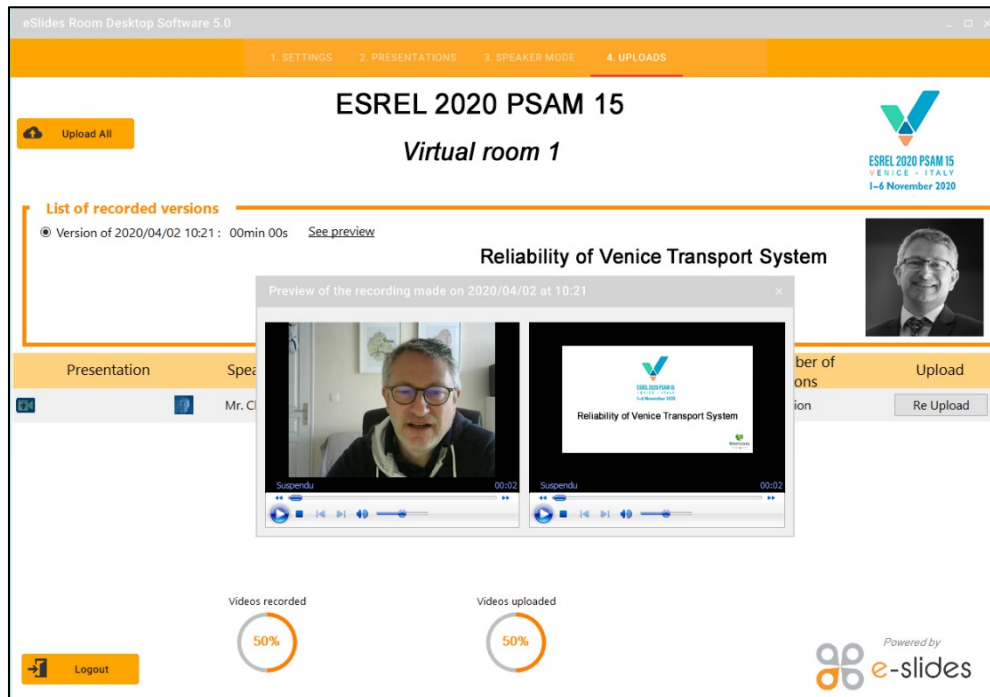
- The pop-up windows with control buttons shown below will automatically appear.



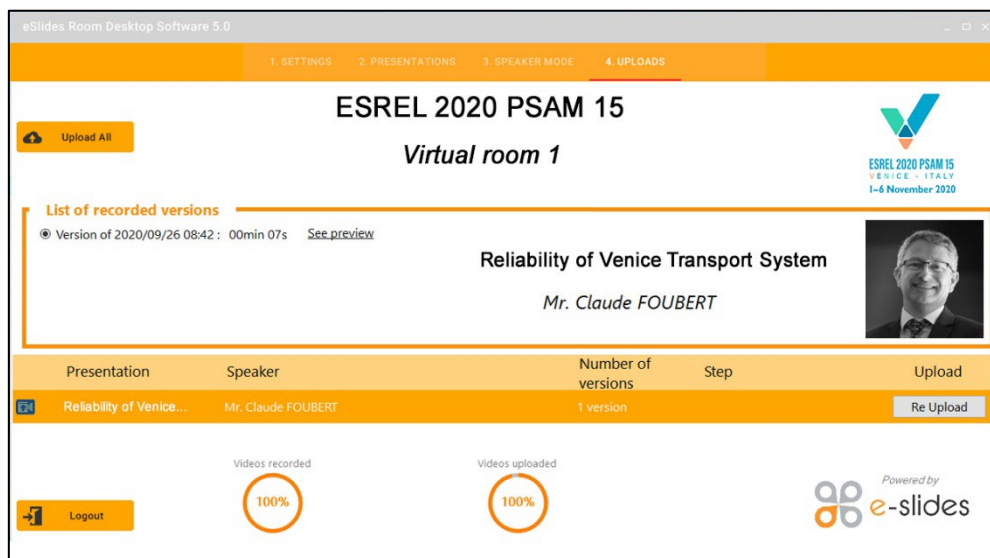
- Open your PowerPoint presentation in full screen mode
- Click record (red button)
- Keep the presentation within **15 minutes** (keep an eye on your watch!)
- At the end of the PowerPoint presentation, the recording stops automatically.

### STEP 5: Upload your presentation

- Click “4. UPLOADS” in the upper bar menu
- Click “See preview” to check your recorded video-presentation.



- If you are not satisfied, click on “3. SPEAKER MODE”, go back to Step 4 and repeat the procedure to record the video-presentation.
- If you are satisfied, click on the grey bottom “Upload ” on the right. Please notice that it may take up to 15 minutes to transfer the file.
- The procedure is concluded when you see “Videos uploaded” 100 %.



Thank you very much for your contribution. Your video-presentation will be shared on the app and on the conference website from November 1<sup>st</sup>.

For any request or assistance, feel free to contact Claude FOUBERT, by phone: +33 2 47 27 33 30 or by email: [esrel2020psam15@agence-vert.com](mailto:esrel2020psam15@agence-vert.com).