Overview:

The **Canadian Bone and Joint Conference** abstract submissions **must** include the pre-recorded video component to be considered for acceptance into the conference program. The pre-recorded video **must** be included with **all** submissions – Oral Presentations and Open Poster Sessions. The pre-recorded video will be considered along with the abstract by reviewers. Also, conference award judges will review both the abstract and the video alongside the live sessions. **Awards** will be presented (*sponsorship dependent*) to the top presentations and posters.

Pre-Recorded Video Format and Suggestions:

- **Zoom Conferencing** (free at zoom.us) is the preferred platform for recording your video.
- Videos must be in an **mp4 format** saved as *Lastname_Firstname_Poster.mp4*
- Recommend landscape format (default in zoom) for best viewing on YouTube.
- Maximum **3 minutes** in length (**100MB** max file size).
- *No updates of videos will be allowed after submission deadline.*
- Remember to be clear and concise and use **lay language**.
- Video submissions should **augment** your formal abstract submission and be equivalent to the presentation you would give during a traditional conference face-to-face poster session.
- **Illustrative supplements** are encouraged to enhance your video. This could include:
  - traditional scientific poster shared on screen;
  - 2 or 3 slides in PPT format shared on screen; and,
  - Other visual aids such as prototypes, animations or images.

CAUTION: Careful attention should be given to information shared in this recorded format - particularly with regards to **intellectual property**.

Tips for Recording on Zoom (preferred platform)

- Register for a free account (if not available through your institution) at zoom.us .
- **Plan** your presentation (visual aids) and prepare your speaking notes.
- Record in a **quiet space** with no interruptions. Make sure you have adequate **lighting** and **microphone** capabilities (head set recommended) to ensure both video and audio quality. Use an appropriate virtual Zoom **background** if desired. This feature has specific system requirements.
- Open a "**New Meeting**" on Zoom and **test** your video and audio settings.
- For best results be sure to **enable Side-by-side Mode** in your Share Screen settings so that your video will not overlap your shared screen presentation.
- **Practice** your presentation using the conferencing platform.
- If using a PDF poster or slides, be sure to share only the portions of your screen that is necessary.
- **Start recording** and complete your presentation. Remember to **stop recording** at the end of your presentation. You may record multiple versions of your video in the same sitting. Note: Zoom allows for pausing of recordings if required.

Video conversion (.mp4) for each full recording will automatically begin when you end the meeting. Files will save directly to your computer (mp4 files will be compressed and should be well within the submission requirements for file size). **Review** your recordings and **submit** your work with your abstract on the CMT Abstract submission portal at: *https://cmt3.research.microsoft.com/CBJC2022*