AGS 2026 VIRTUAL ANNUAL SCIENTIFIC MEETING

MEETING DATES: Thursday, April 30—Saturday, May 2   PRE-CONFERENCE DAYS: Monday, April 27—Wednesday, April 29

Tips for Recording Your Presentation for AGS Virtual Annual Meeting

Thank you for presenting at the AGS 2026 Virtual Annual Scientific Meeting! Please read through these instructions on how to prepare for the AGS Recording of your presentation.

Before recording

All Speakers MUST be registered for the AGS 2026 Annual Meeting before submitting the recording.

Computer requirements

- *Connectivity*
    - Be sure that you have a good internet connection. Zoom suggests a minimum connection of 1.0 Mbps/600kbps (up/down). (You can check your internet speed at https://beta.speedtest.net/ or https://www.dslreports.com/speedtest.)
    - It is suggested you use a hardwired Ethernet or fiber connection if possible.
- *Webcam.* You will need a webcam or HD webcam, either built-in or USB plug-in.
- *Audio.* You will have two options for audio, phone or computer.
    - If you will be connecting with your computer audio, you will need speakers and a microphone: built-in, USB plug-in, or wireless Bluetooth.
    - For either phone or computer audio, we strongly recommend using a headset for the best audio quality. Your computer's microphone will not provide the best audio quality.

Slides

- Please use the AGS26 PowerPoint template provided to create your slides.
- You must keep to your allotted time during your presentation. Be sure to practice your presentation to ensure that you are able to keep to your allotted time.
- Each presenter will be sharing their computer screen to show their own PowerPoint slides/presentation. Please have your slide presentation ready to go and accessible on the day of your recording.

Recording

- Get comfortable but be presentable! We recommend dressing as you would for the in-person Annual Meeting.
- Make sure all phone/computer/device alerts are turned off. Have a glass of water available. Close the door if you can.

- Optimize your space for video. Lighting should be bright and even. The light should come from in front of you or the side; lighting behind you will cast shadows on your face.
- Position your webcam at eye level. It should capture your face, including forehead, as well as both shoulders.
- Have your slides ready to go. Open them in PowerPoint in Reading View before the recording starts.
- Close all other programs you will not be using during the session.
- If you're using a laptop, make sure it's plugged in to ensure the battery doesn't die in the middle of the recording.

During the meeting

- You will have time before the actual recording check for any technical problems and ask questions. PLEASE SIGN IN ON TIME.
- You must keep to your allotted time during your presentation. Staff will assist in timekeeping during the recording session.
- When you choose the share your screen option, please share the PowerPoint presentation instead of your entire screen/monitor. This will prevent Zoom chats or other alerts popping up on screen while you are presenting. (See below for a screenshot.)
- While presenting, try to look directly into the camera, not at your face.

Thank you again for your participation – we look forward to sharing your session with the annual meeting attendees!

This is the screen you will see when you select Share your Screen. Instead of choosing Screen, choose PowerPoint as illustrated below.