

GUIDELINES FOR PRESENTING IN A VIRTUAL LIVE SESSION

All virtual sessions are 'live' online and you are required to be present, but you have the option to either present live or play a recorded version of your talk. All speakers must enter the virtual session **20 minutes before the session start time**. Be sure to note this time on your agenda.

Registered attendees will receive an access link along with instructions on entering the platform in early April. Virtual Sessions are in a Zoom format. The links are embedded in the platform so you will enter sessions by entering the platform. We recommend accessing the platform **well ahead of your presentation time** to become familiar with the interface.

There will be a training session for presenters on the virtual platform on April 17th at 11:00 AM EDT and May 2nd at 7:00 PM EDT. **You must be registered to attend these trainings**. Please SAVE THE DATES now – When registered, you will receive an email invitation to the training approximately 1-2 days prior to the training. The recordings of these trainings will be posted on the platform as well if you cannot attend the training.

You MUST be registered for the virtual meeting no later than May 2, 2024 in order to present.

- **Contributed Oral and Invited Talks**

Contributed oral presentations are 15 minutes and invited talks are 30 minutes. Your Presentation time includes time for Q&A. All presentation times are communicated by MRS in Eastern Daylight Time. You will need to select your correct time zone once you log in to the virtual platform.

- **Virtual Posters**

Virtual Poster presentations are included in mixed oral sessions and are 5 minutes long. You will summarize your work while sharing your screen and then answer questions from the audience. There is no set format or template for posters, but we recommend placing your information onto three or four slides rather than placing your whole poster onto a single slide (the print gets to be too small for attendees to easily view).

- **MRS Best Virtual Poster Award**

Virtual poster presenters must register and upload an on-demand recording by **April 18, 2024** if you wish to be considered for the MRS Best Virtual Poster Award. The on-demand recordings will be reviewed by the judges for award consideration. The MRS Best Virtual Poster Award will be announced onsite in Seattle on Thursday, April 25th at 5:30 pm Pacific Daylight Time (PDT) and the winner will be notified via email.

- **Speaker Technical Check Room (OPTIONAL):** In order to prepare for your presentation, MRS is providing a Virtual Speaker Technical Check Room located in the virtual platform. The room allows presenting authors to familiarize themselves with the functionality of giving a virtual presentation. You should test your microphone, video camera, and sharing your screen in order to give a smooth and trouble-free presentation. Available hours will be posted in the virtual platform.

- **On-Demand Recordings**

MRS strongly encourages all presenters, both onsite and virtual, to record and upload an audio over PowerPoint version of their presentation, which should be saved in either an .MP4 or .MOV format. **This is in addition to your live presentation.** This will provide a wider audience for your talk and provide all registered attendees, both onsite and virtual, the opportunity to view a selection of 2024 Spring Meeting presentations on their own schedules. Registered attendees will have access to the virtual meeting and will be able to view on-demand content until June 15, 2024. Instructions for creating and uploading an on-demand presentation are available on the MRS website.

MRS Recording Policy:

Recording of Presentations is Strictly Prohibited

No individual or entity—including a presenting author—may electronically record or broadcast any portion of the MRS Meeting without prior written consent of MRS. **Unauthorized recording (audio, video, still photography, etc.) of presentations during sessions, posters, workshops, tutorials, etc., without the express written consent of MRS and**

individual authors is strictly prohibited. MRS reserves the rights to any approved audio and video production of presentations at all MRS events. Press representatives must receive a Press Pass and photo/recording permission from MRS. Those who do not comply with the MRS recording policy may have their access to meeting content revoked.

Photo Policy

Attendees or exhibitors are encouraged to network and enjoy the meeting experience. As such, capturing memories of casual meeting activities and networking is permitted with the permission of those being prominently photographed.

Photographing formal meeting presentations, posters, or displays is forbidden without permission of MRS and the presenter. Those who do not comply with the MRS Photo policy may have their access to meeting content revoked.

Videos and Photos for MRS Use

MRS Meeting attendance implies your consent to be photographed, filmed and/or otherwise recorded for use on the MRS website or news publications. **Please note that no technical presentations will be recorded without prior consent of MRS and the authors.**

If you have further questions, please contact us at meetings@mrs.org.

Updated 2/2/2024