



INDIANA UNIVERSITY CONFERENCES

Poster Presenter Training for Beyond Boundaries – Indiana Academies Symposium

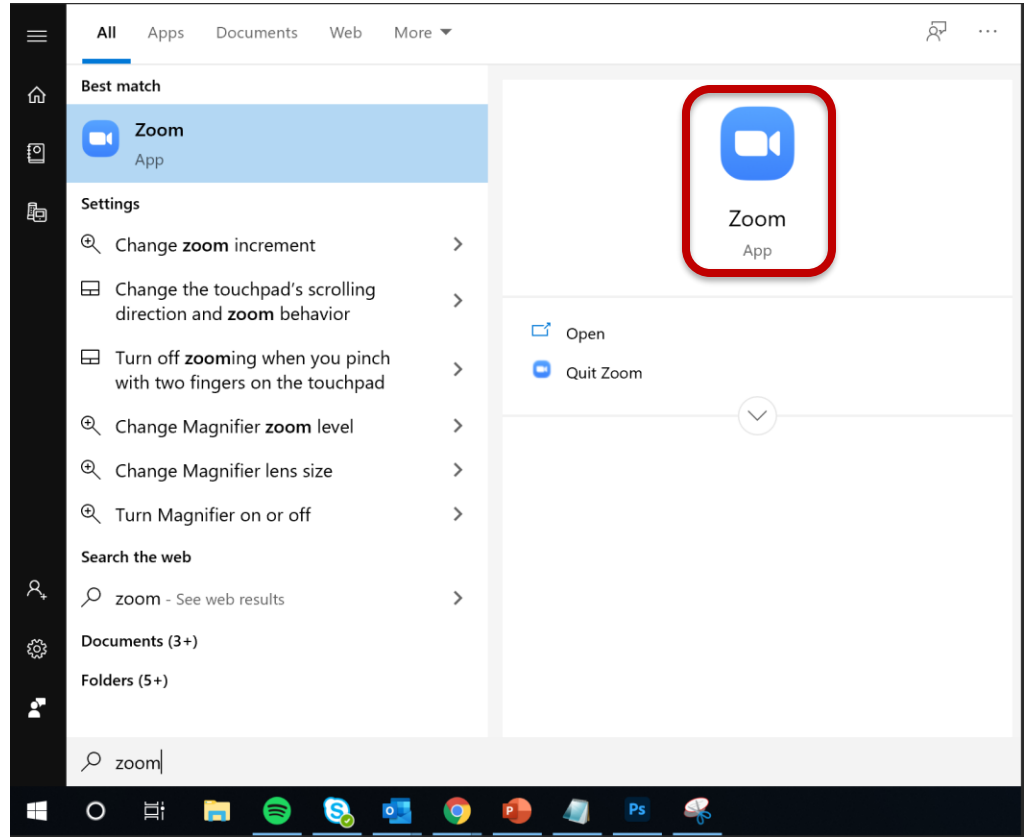
Brief Overview

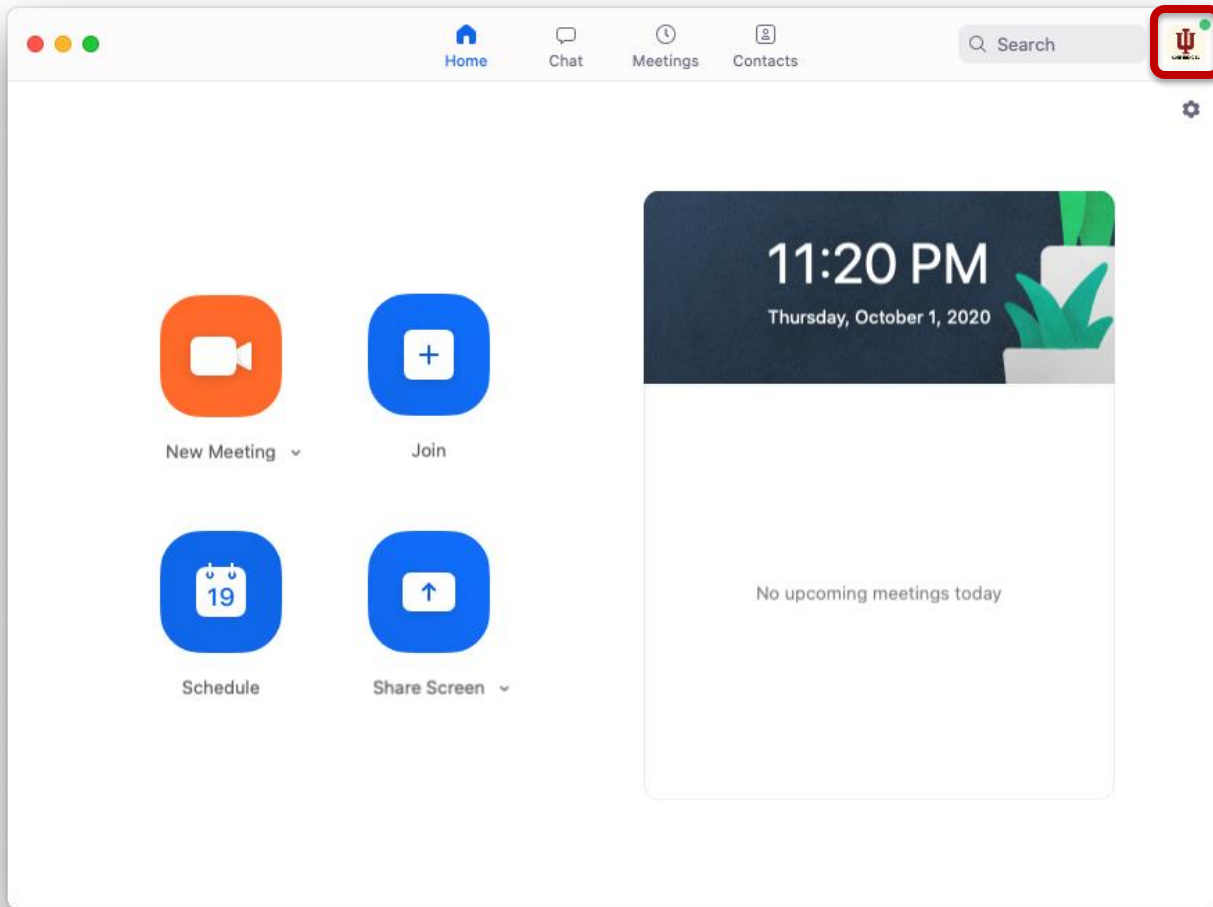
1. Opening & Updated Zoom
2. Settings prior to Recording
3. Recording and Uploading
4. Whova, Poster Profile
5. Questions

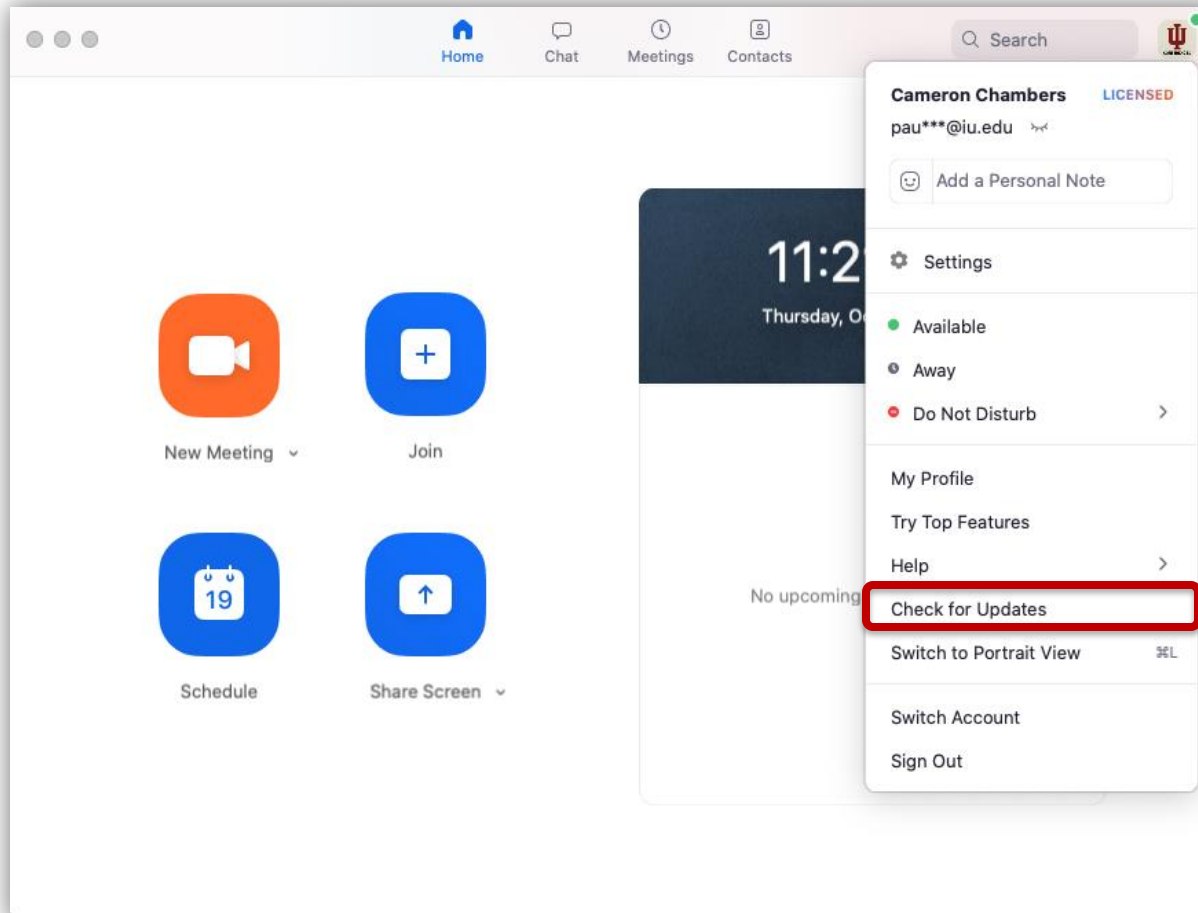


Opening and Updating Zoom

- To sign up for a Zoom account:
<https://zoom.us/signup>
- To download Zoom:
<https://zoom.us/download>

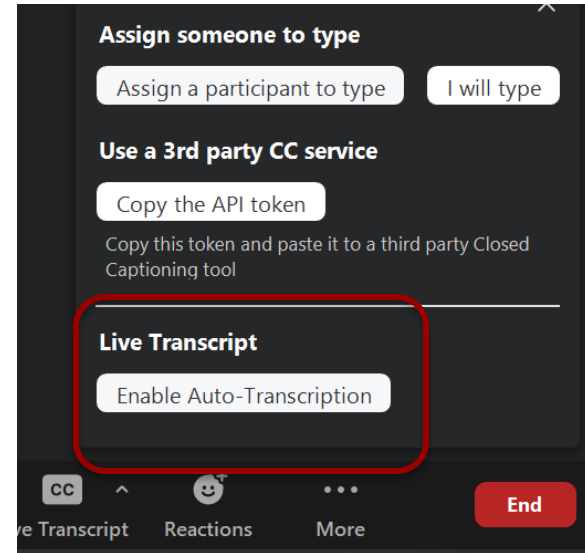
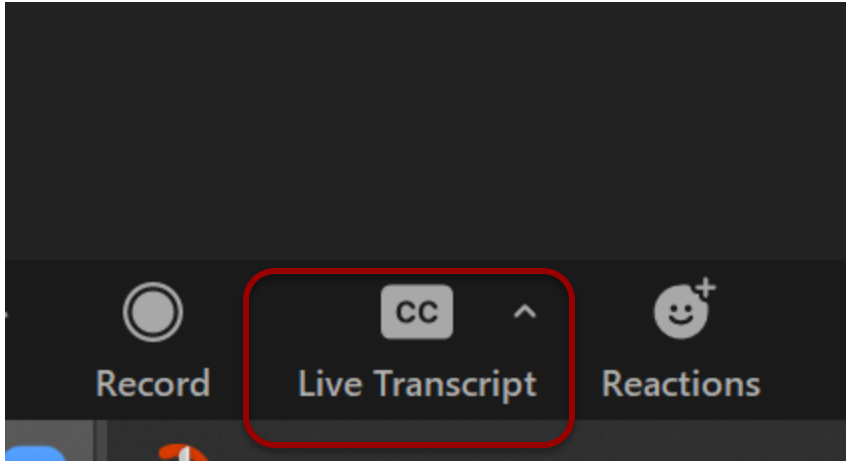


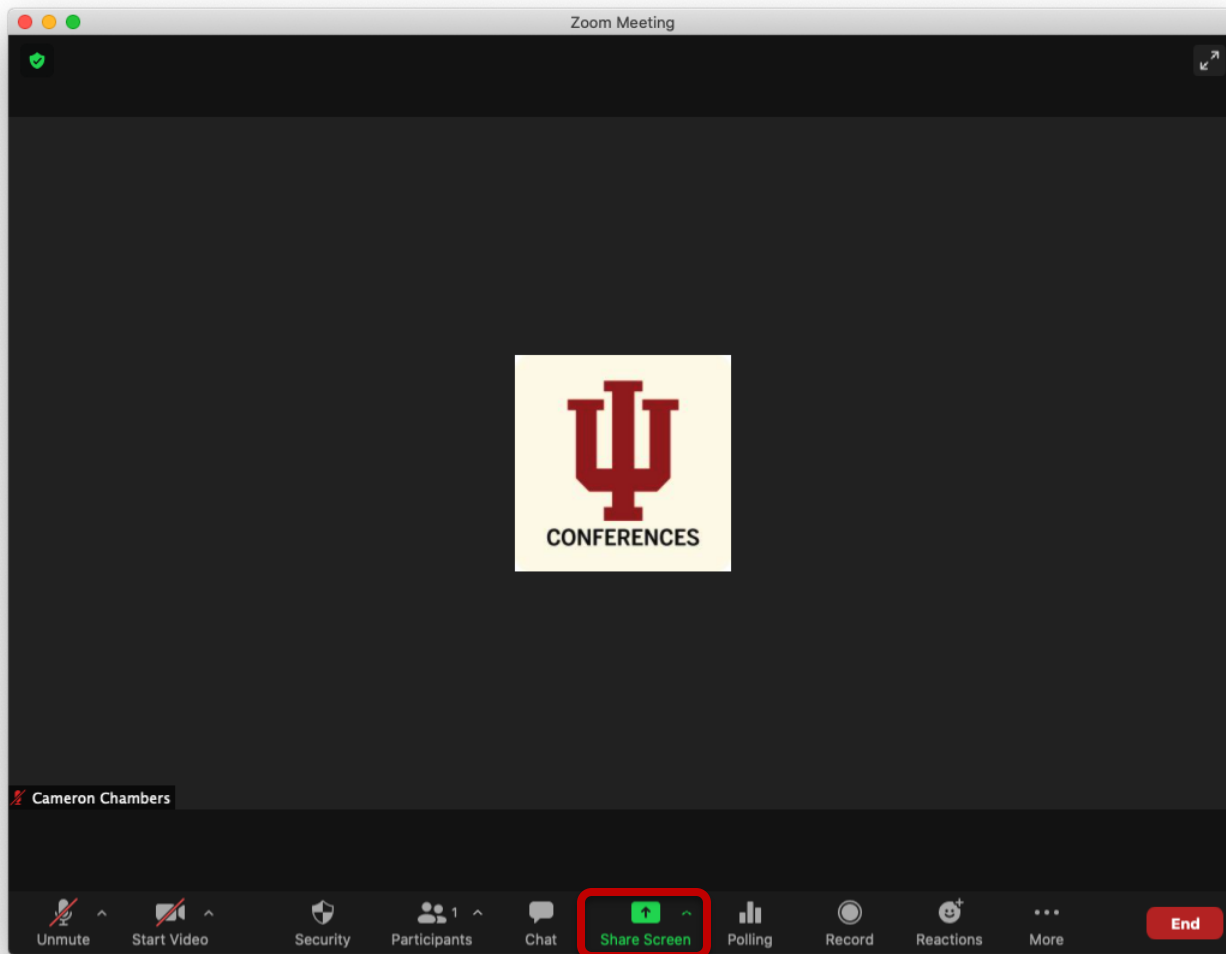




Settings Prior to Recording

Closed Captioning






Participants


Chat

 
Share Screen


Polling

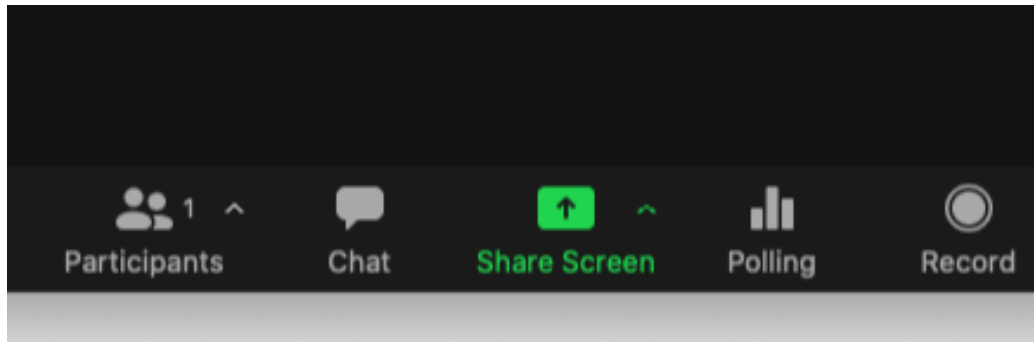

Record

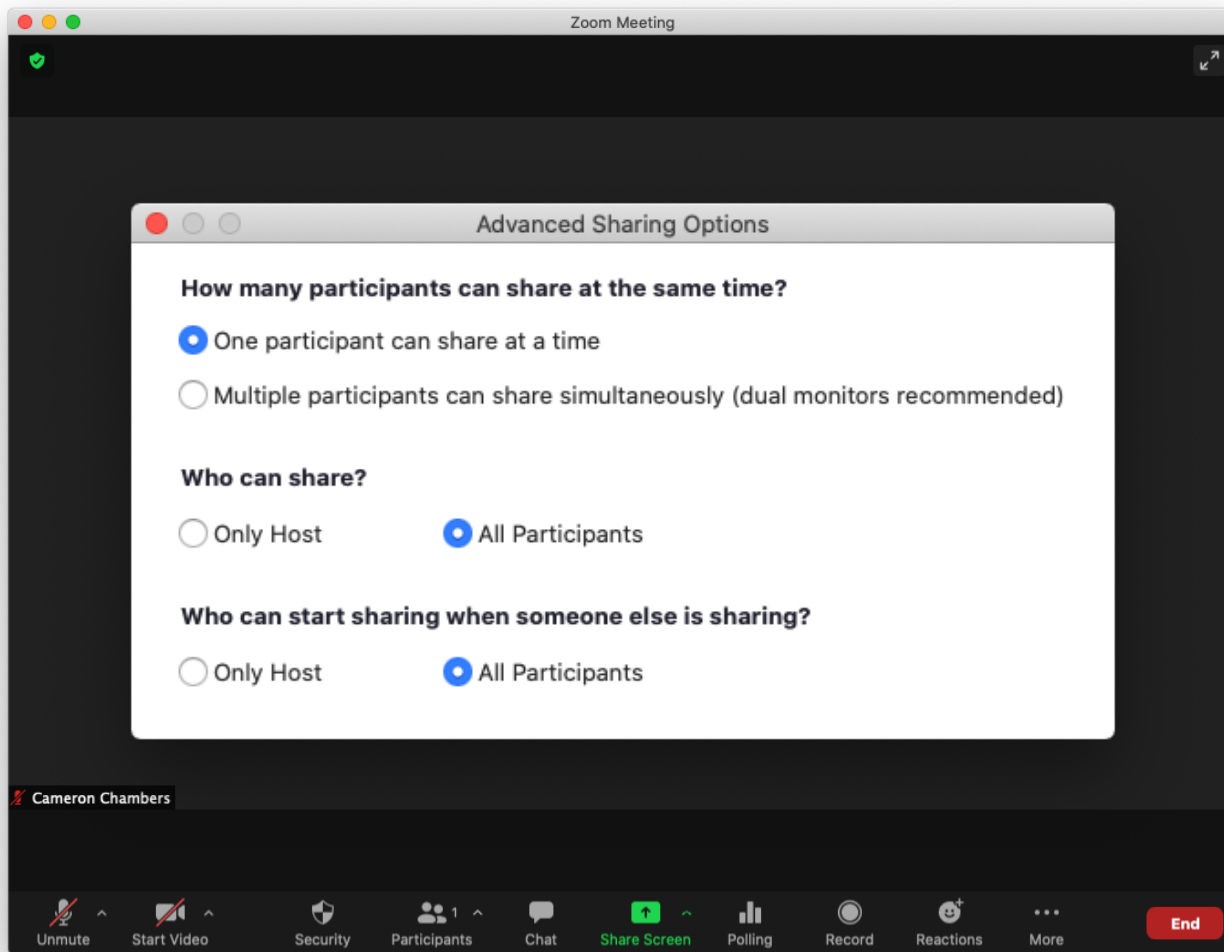


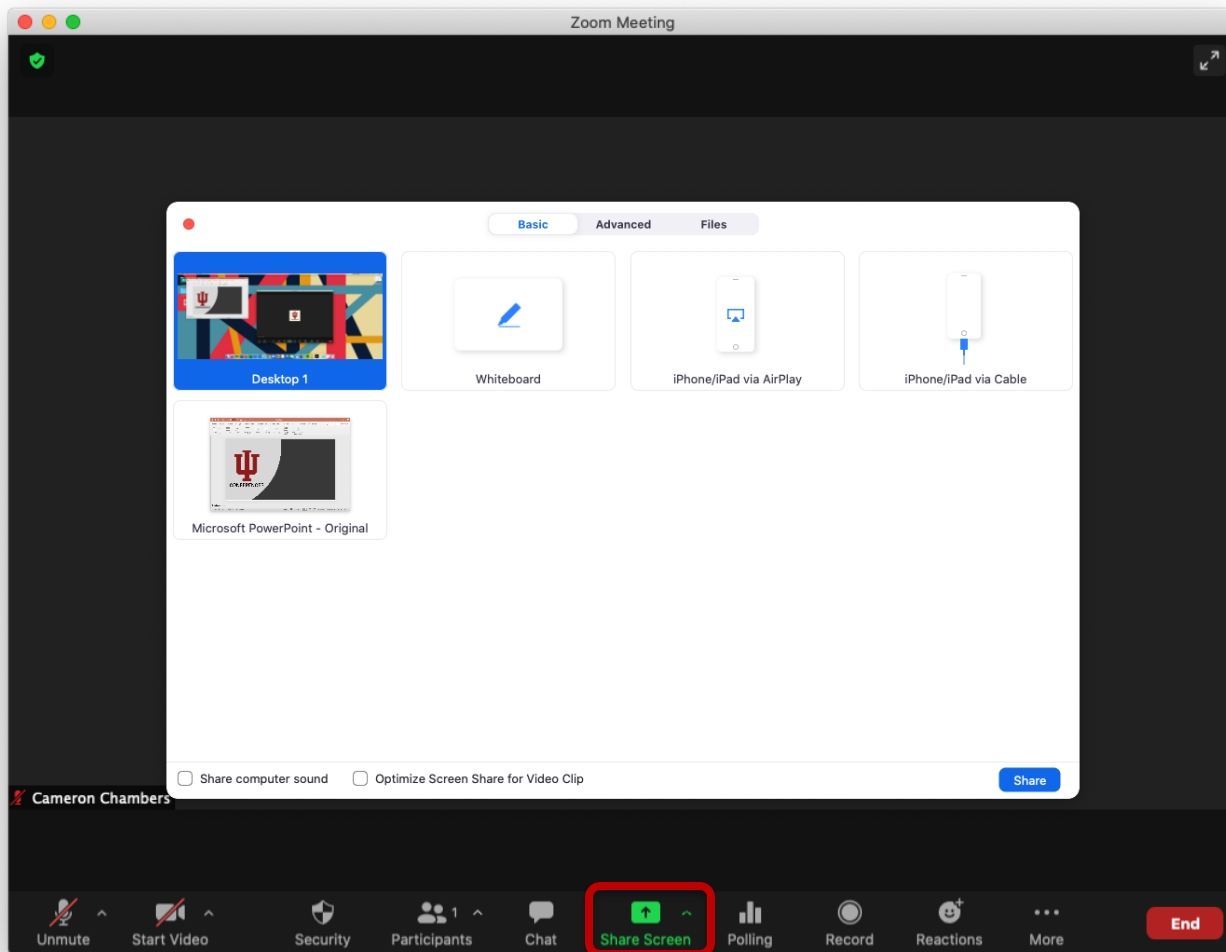
✓ One participant can share at a time

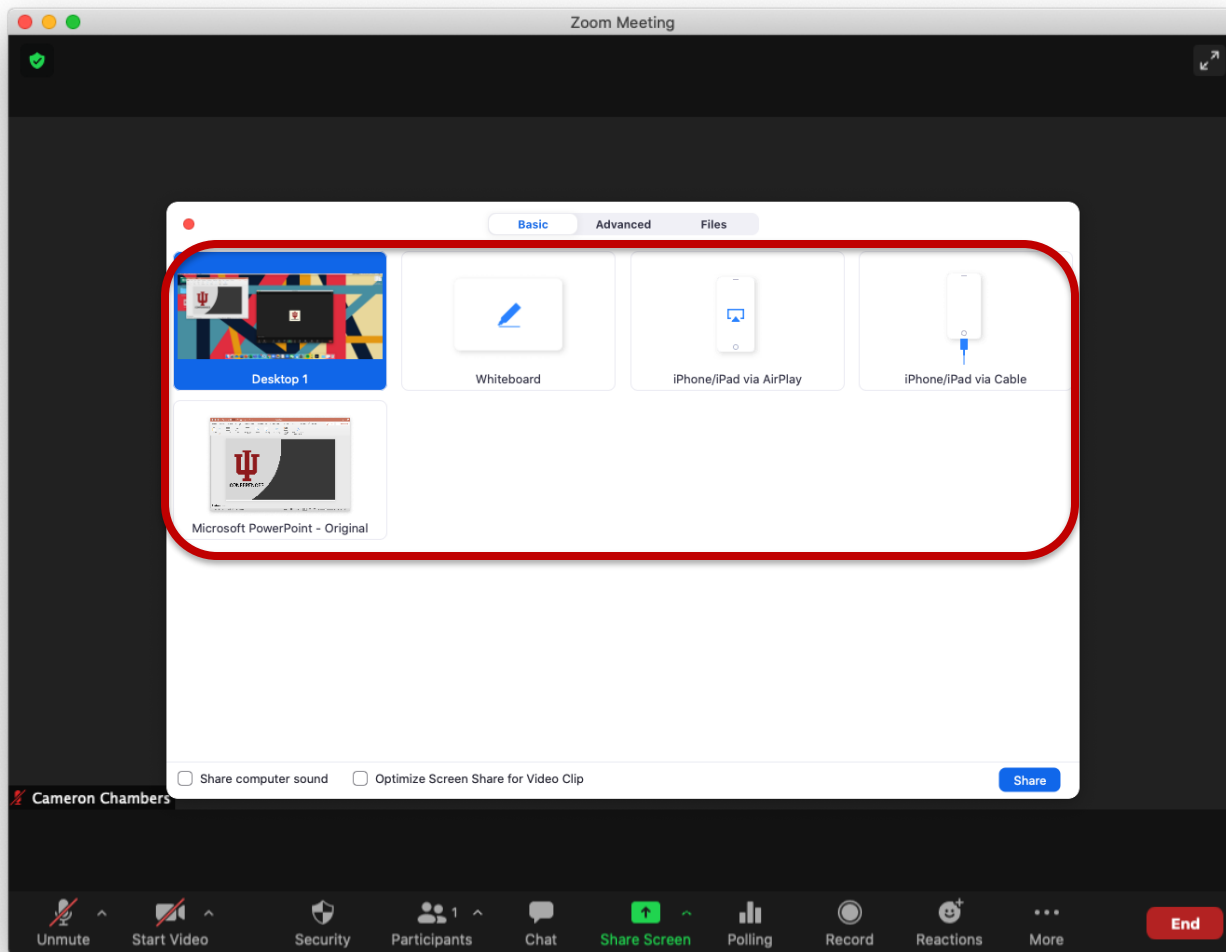
Multiple participants can share simultaneously

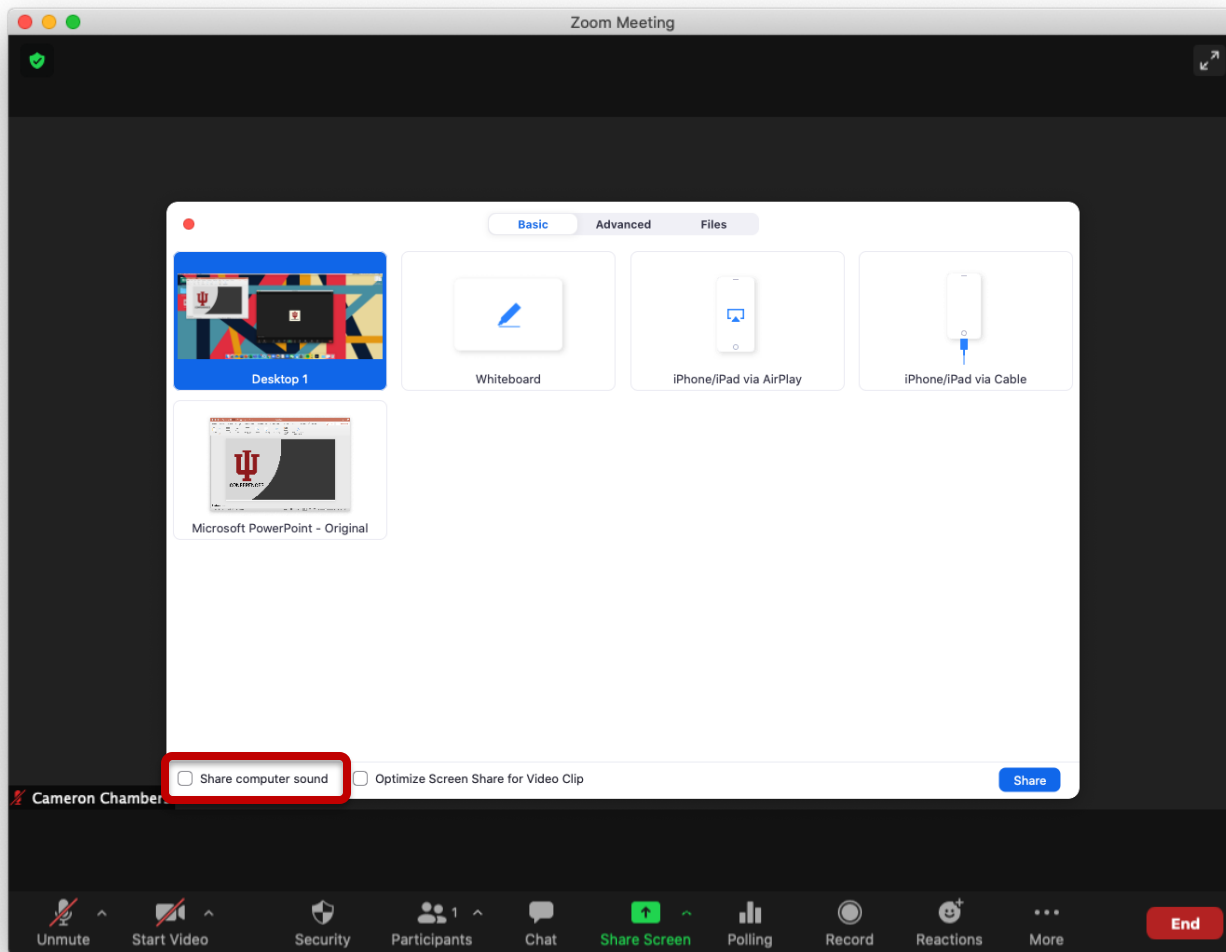
Advanced Sharing Options...

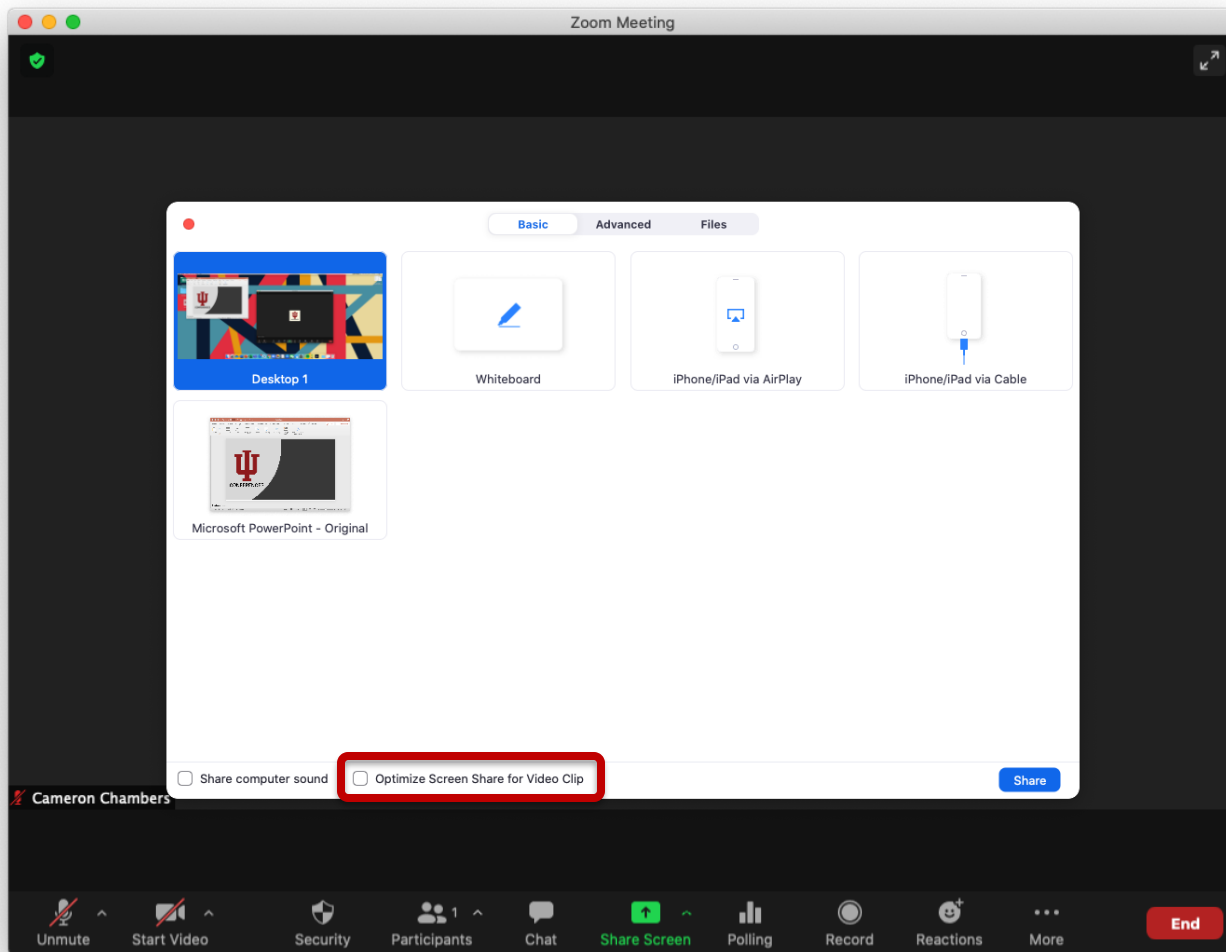






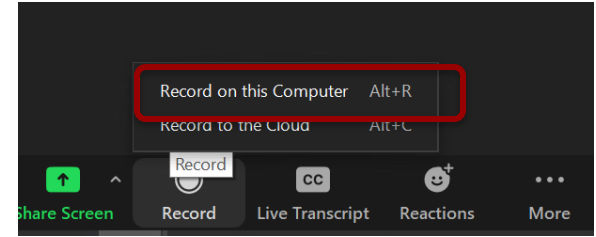
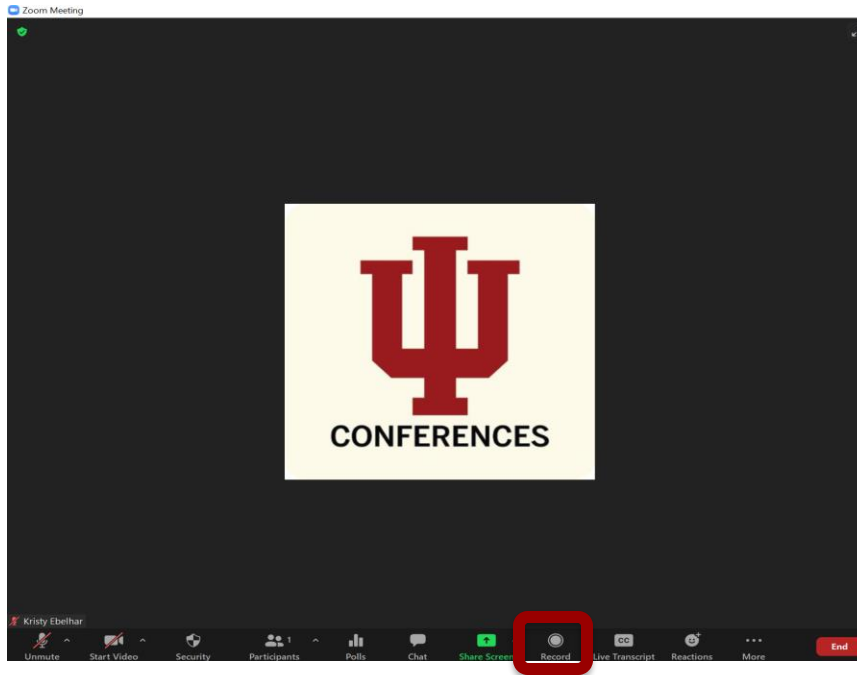






Recording and uploading

Recording on Zoom



You may choose to record to either option. We recommend “Record on this Computer”.

Once you have recorded you have a couple of options.

1. You can upload your recording to <https://go.iu.edu/3DIQ> and my team will take care of uploading it into Whova.
2. You can upload the recording to your Poster profile directly.



Uploading to IU Conferences drive

<https://go.iu.edu/3DIQ>



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Submission Deadline

26

Days

07

Hours

31

Minutes

36

Seconds

Beyond Boundaries

This link is to upload poster presentations only. If you have accessed this link to upload any other type of prerecording for the Beyond Boundaries Indiana Academies Symposium please contact Kristy Ebelhar, krasimps@iu.edu, to get the correct submission link. Please indicate which society you are submitting a poster recording as well as if you are planning to participate in the Beyond Boundaries Cross-Disciplinary Poster Open House on April 9, 5:00-6:30pm.

Full Name

Email Address

Verify Email Address

Select a Society:

Choose an option...

Are you participating in the Beyond Boundaries Cross-Disciplinary Poster Open House on April 9, 5:00-6:30pm?

☐ Yes

Upload File(s)

No file selected



You will click the link and then fill in the requested information. Once you've chosen the files to upload you will click the green submit button at the bottom. Upon successful submission you will see this screen.



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Thank you!

Your file(s) have successfully been submitted.
Check out the conference timeline below for important dates.
If you have any questions, please don't hesitate to Contact Us!

File Submission Deadline

April 8, 2023

Conference Starts

April 9, 2023

Virtual Platform, Whova

Whova, Poster Profile

1. You will receive an email, from Kristy Ebelhar. Subject: Time to set up your Poster at Beyond Boundaries
2. There will be a link listed that you will click on to go and create your poster.

Thanks for presenting your Poster at Beyond Boundaries. I'm reaching out to remind you to upload your Poster information to attract interest and feedback from the audience.

Please use this link to set up your Poster profile:

https://whova.com/xems/engage/artifact/beyon2_202104/njpqhkgftw846/

Here are a few recommendations:

- Upload a cover photo for your Poster (recommended dimensions: 1000px by 600px)
- Upload a demo video of your Poster

The information you upload will be available to attendees through our online event platform, Whova. You can update the form as many times as needed. If you have any questions, feel free to let me know. Again, I greatly appreciate your participation.

Sincerely,

Beyond Boundaries



Creating Your Whova Poster Profile



Beyond Boundaries

Please manage your information here

How to Submit a Poster on Whova

Poster Information

Logo

[Click to add an image](#)

Recommended image dimensions: 700px x 210px (Max 1000px x 1000px)



Website

<https://>

Description / Abstract *

Add Poster description

Number

e.g. Used for Poster Number or Booth Number

Photos

Cover Photo *

[Click to add an image](#)



Photos

Cover Photo *

[Click to add an image](#)

Recommended image dimensions: 700px x 210px (Max 1000px x 1000px)



Can be used to highlight this Poster

Photos

[Upload](#)

Maximum 50 photos with 10 MB file size limit

Poster Presentation

Recorded Video

[Add Recorded Video](#)

PDFs

[Upload Document](#)

Maximum 2 handouts with 10 MB file size limit

Primary Contact

Kristy Ebelhar (krasimps@iu.edu)

Additional Presenters

You can invite additional presenters who will help manage the Poster.

Note: Additional presenters must be on the attendee list in order to be invited. If you encounter any problems with inviting, please contact the organizer directly.

[+ Add Presenter](#)



Questions?
Please email Kristy Ebelhar,
krasimps@iu.edu



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