

ONLINE

# ESCAIDE

European Scientific Conference  
on Applied Infectious Disease Epidemiology

**16-19 November 2021**



#ESCAIDE2021

# **POSTER TEASERS'**

**PREPARE, RECORD AND  
SUBMIT**

## GENERAL INFORMATION

### What:

You are given the opportunity to create a short recording where in a 20-second clip you will open the “appetite” for other participants in the conference on why they should attend your presentation.

### Why:

The clips are not mandatory, nevertheless we encourage poster presenters to use this opportunity to promote their research and raise awareness on the presentation to maximise attendance.

### Where:

The clips will be displayed on the conference platform (*Swapcard*) and will be added to a dedicated webpage per poster.

## **PREPARING A TEASER**

### **Equipment:**

Make sure you have prepared:

- A computer, laptop or mobile phone with access to the camera, microphone and speakers
- Headsets (recommended for a clear audio)
- Internet connection

### **Recording:**

- Your recording should not be longer than 20 seconds.
- Recordings that go beyond this time limit will not be uploaded on the platform.

### **Content:**

- Make short and easy to follow sentences.
- Create one very short introduction on the topic, by using keywords.
- Highlight one reason why the participants should attend your presentation.
- Mention the day and time of your session.

**Example of content:** *“Hi! My name is John and am coming from Sweden. I’ll be talking about healthcare workers and COVID-19 vaccination. Follow my presentation! Why? Because you’ll hear about Sweden’s approach regarding COVID-19 vaccination plan. See you on Friday at 13.00”*

## **RECORDING TEASER via MOBILE PHONE (preferred option)**

You can record your teaser by using a mobile phone. If you chose this option, please make sure the mobile phone has a camera of good quality for video and sound.

When recording yourself :

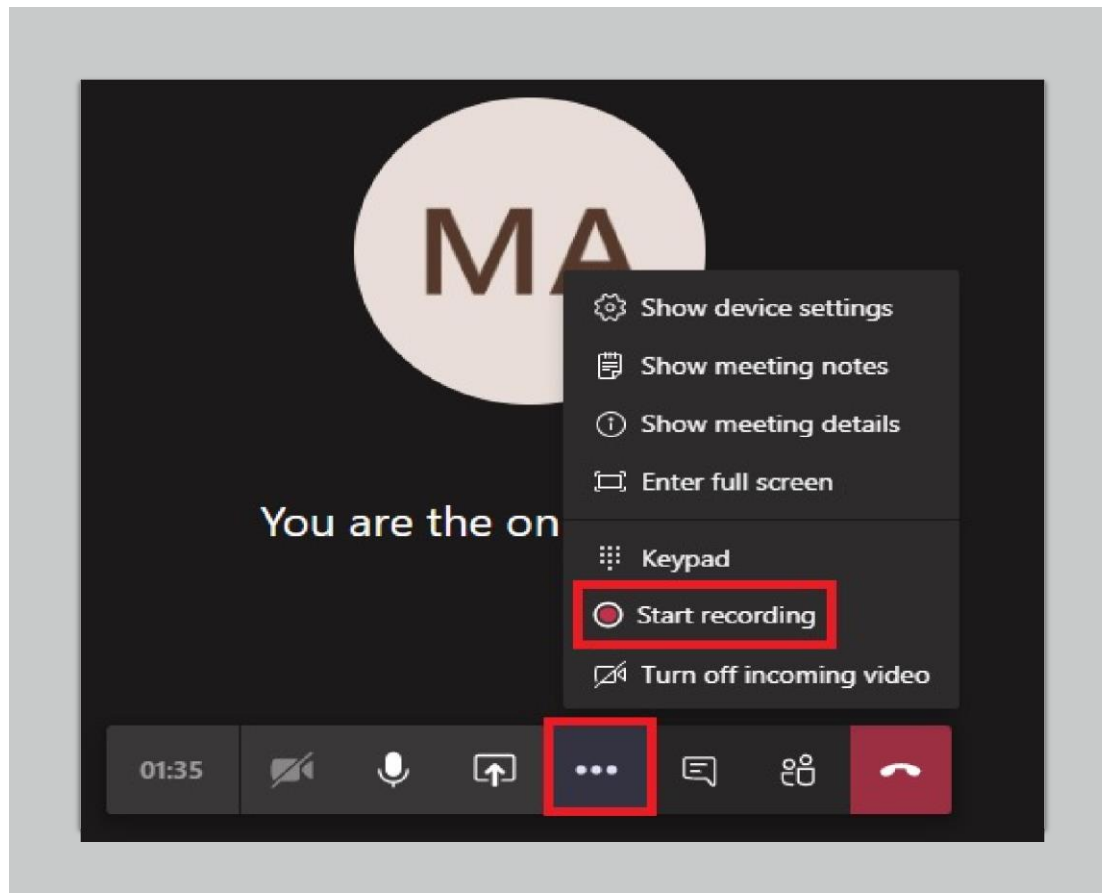
- 1) Ensure your background is visually appealing and not too distracting
- 2) Choose a quiet place to capture the best audio possible
- 3) Shoot horizontally
- 4) Keep your phone at the eye level
- 5) Look directly into the camera when speaking
- 6) Check the focus
- 7) Double check your video before submitting it

## RECORDING TEASER via MICROSOFT TEAMS

1. In Microsoft Teams, go to **Calendar tab** and click the button “**Meet now**” to start a meeting without inviting any participant.
2. Click on “**Meet now**” and “**Start a meeting**”. Before you join, select **devices** to check that your preferred device settings are selected for audio and video input. Also check the audio icon indicates audio is on (a line through the icon means it is off).

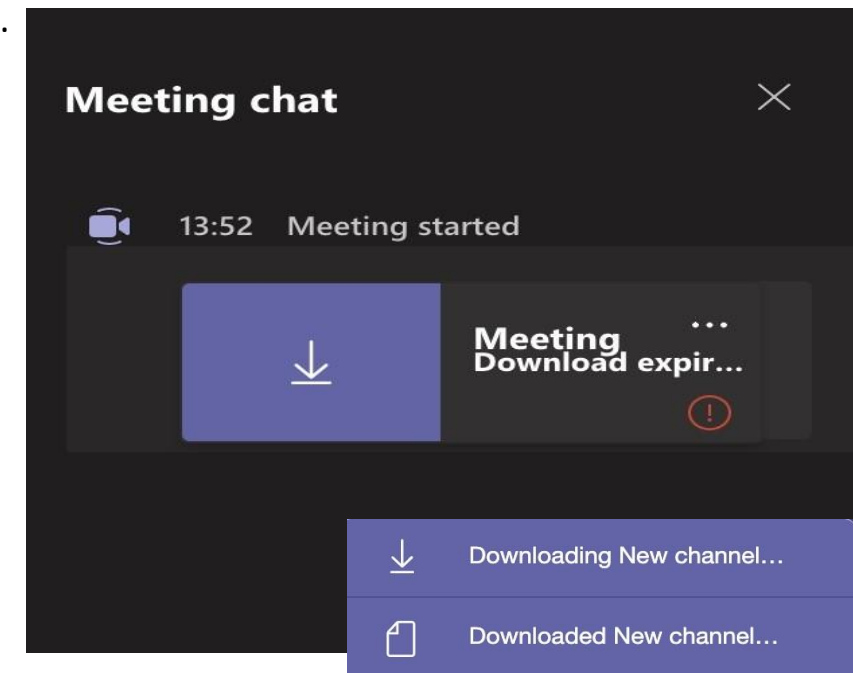
**TIP:** During the video recording, look directly into the webcam as you are speaking, to simulate eye contact with the viewers.

3. Once ready to record yourself, click on the three dots “More actions” from the meeting control bar and click “Start recording”.



4. When finished click “More actions” and then click “Stop recording”.

It might take some time to process the recording, when it's completed, the recording will appear in the meeting chat for that Team's channel. The option to download content will appear as displayed in the screenshot.



## **RECORDING TEASER via ZOOM**

1. First, make sure you have Zoom installed. If this is not installed, you can do so via the link:

<https://zoom.us/download>.

2. Start Zoom and log in via your Gmail account, Facebook, or create a new account. You can create a new Zoom account for free at: <https://zoom.us/freesignup/>



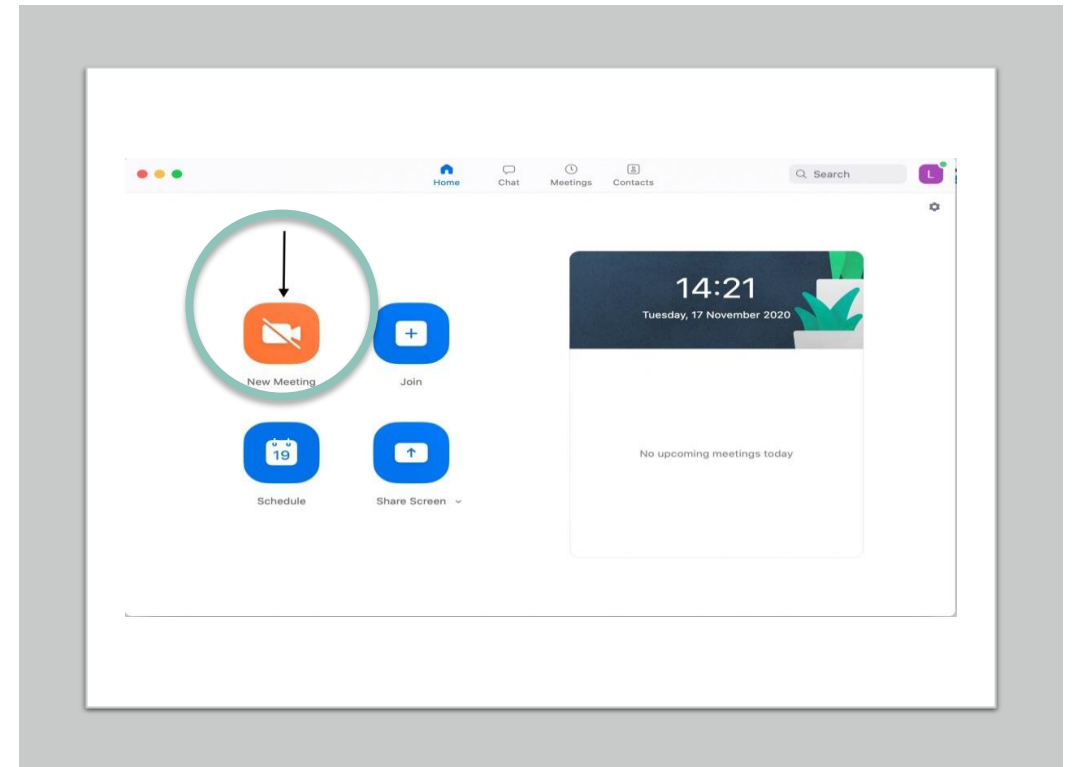
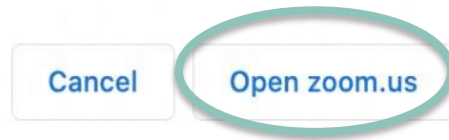
3. Zoom will ask if you want to open this application.  
Click on “open zoom.us”

4. Now Zoom will start and you will see the image. Click on “New Meeting”

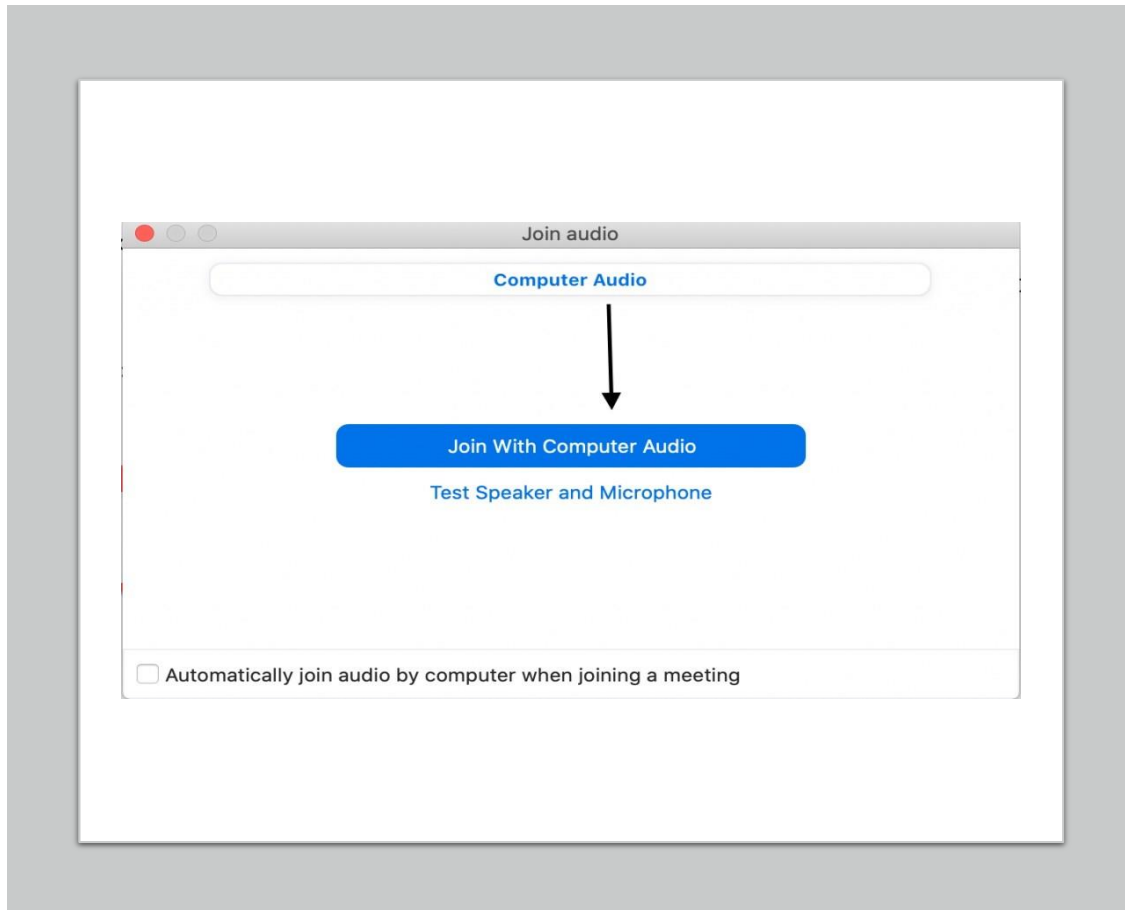
Open zoom.us?

https://google.zoom.us wants to open this application.

Always allow google.zoom.us to open links of this type in the associated app

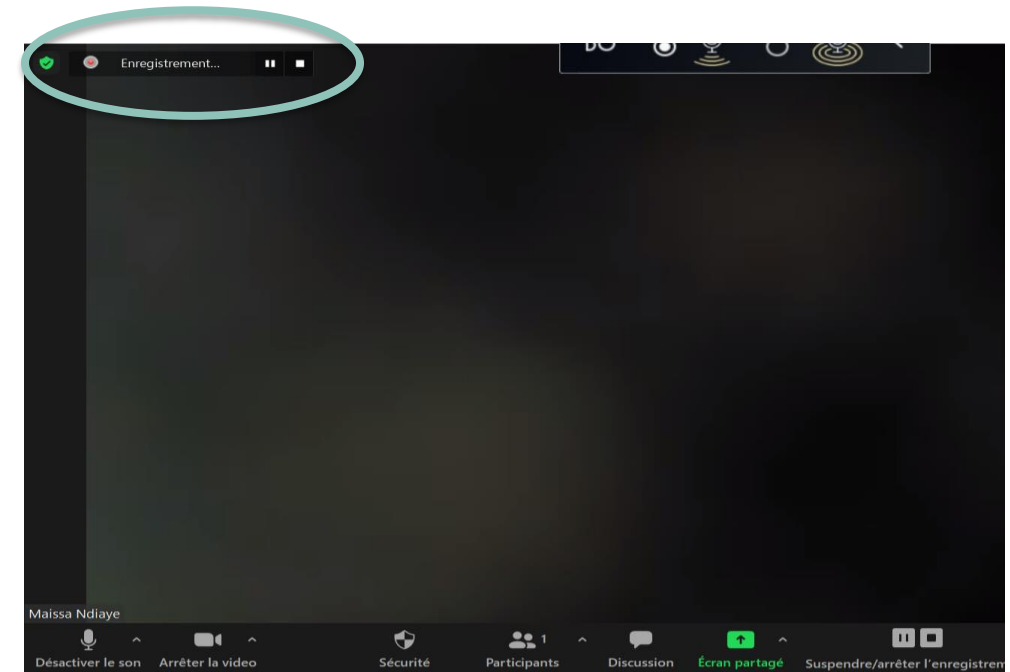


5. Zoom will ask if you want to use the computer's speaker and microphone, click on “**Join with computer audio**”



6. Now Zoom will start and the recording will be automatically in progress. You can click the button on the top left to recording.

Once finished, click on “stop” then you can end the meeting. A pop-up window will appear. You can select the place where you want to download your file.



## **SUBMIT YOUR RECORDING**

If you have used MS Teams or Zoom, your recording should be downloaded on your computer. Recordings made on the mobile phone must be transferred to the computer.

You can now upload your recording on the AppInConf platform that is used to upload your E-poster.

Details for logging into the platform are provided in the email where you have received your invitation to upload your E-poster.

For support or additional questions, please contact:

[abstracts.escaide2021@appinconf.com](mailto:abstracts.escaide2021@appinconf.com)