

TN ACP Poster Competition

Guidelines for Creating a Presentation

To prepare and submit a poster presentation, associates should begin by preparing a 1-4 slide presentation and composing a narrative overview script. One slide should include the full poster presentation, and up to 3 additional slides may be used to focus on specific elements. Using the instructions below, presenters should record a voiceover narrative, upload this video file to YouTube, and submit a media link at the time of registration.

Your presentation may be recorded in Microsoft Powerpoint, Google Slides, Apple Keynote, or third party software such as Zoom. After recording your presentation, this should be saved as a video (MP4 format preferred), for upload to YouTube.

To upload your recorded video to YouTube, first sign in to your Google (Gmail) account. Using the Google Apps button (nine block square grid in the upper right of Gmail or Chrome screen), select YouTube. Make sure you are signed in to your Google account, and if not, sign in using the "Sign In" box in the upper right corner of the screen. Next select the "Create" button in the in the top right hand corner of the screen, then select "Upload Video," choosing your video file from the appropriate location on your computer. At this point, you can edit the title of your video, then select to post the video as "Unlisted," thereby allowing access to anyone entering the shared link. Select "Save," then copy the video link to share.

After completing these steps, and once the ACP registration site is opened, you can register for the Abstract Competition via the ACP website., entering your video link in the appropriate field. All presentations should be less than 5 minutes, and all submissions must be received by August 15.

PRESENTERS AT THE ANNUAL MEETING ARE REQUIRED TO USE THEIR LAPTOPS FOR PRESENTATIONS INSTEAD OF PRINTING PHYSICAL POSTERS.