

Thank you for your interest in the 9th edition of the European Geothermal Workshop.

This instruction sheet describes how to prepare your oral presentation and how to get ready for EGW2021.

Should you encounter any problems feel free to reach out to us anytime at egw2021@agw.kit.edu.

GETTING READY FOR EGW 2021:

- The EGW 2021 program is available online on the [program schedule](#) website or on the [event website](#). The Program might be adjusted, so you should check the status of your session again ahead of the session.
- This year, EGW will be organized on the SCOOCs platform.
 - **NO supplementary registration is needed:** To attend the event, a SCOOCs login will be created for you based on **the email addresses used for registration to the event**.
 - **NO specific installation is required to access SCOOCs**
- When you are joining a SCOOCs based conference **for the 1st time**.
 - A pre-created profile will be created for you in Scoocs until the **3rd of September**, based on contact details entered during the registration to the event.
 - All attendees will receive an email by the **3rd of September** to log in into Scoocs, using the following link : <https://geokarlsruhe2021.scoocs.co/checkin>.
 - After completing your profile and choosing your own password, you will be redirected to the conference foyer. Here a short guided tour will show you around the platform and its most important features (first login only). We recommend taking your time to look around and explore everything so that you are familiar with the platform **before the conference starts**.
- To join a SCOOCs based conference **subsequently**, use the following link: <https://geokarlsruhe2021.scoocs.co/login>
- If you are unable to connect, send us an email at egw2021@agw.kit.edu

GETTING READY FOR YOUR ORAL PRESENTATION

PREPARING YOUR VIDEO:

We would like to promote two easy ways to make your video:

- Using **Zoom**. You can install a personal version of Zoom for free. Open a personal meeting, share your screen with your presentation, and record the talk as you give it. Zoom will save the MP4 file on your computer, which you can then upload to this website.
 - Here's a link to a useful video that shows how to do it:
<https://www.youtube.com/watch?v=WmMSXOQVQs4>.
- Using **Powerpoint**. Later versions of Powerpoint (2013 and later) allow you to record your talk when in SlideShow mode. This adds an audio file to each slide (Office 365 and version 2019 can add a video file also). When you're finished, use Save-As and save as an MP4 file. Then upload to this website.
 - Here's a link to a useful video that shows how to do it:
<https://www.youtube.com/watch?v=D8JV3w4TOVw>.

Of these two, **Zoom is the preferred choice**, because the MP4 file is smaller and it is easier to include yourself in the video.

IMPORTANT NOTES:

⚠ The duration allowed for your presentation is **12 minutes**. Please do not upload a video that is longer than 12 minutes.

⚠ As online presentations, your video will work best with an aspect ratio of 16x9, please use that size in your presentation. You may use a slide design of your own choice -- if you would like a template, there is an example [here](#), but you are not required to use this example template.

⚠ Please be sure that your voice is **loud and clear**, as the videos will be hard to hear if audio volume is too low. It is best if you pretend that you are speaking in a large room (not sitting in front of your computer) -- project your voice.

HOW TO SUBMIT THE PRE-RECORDED VIDEO:

- All speakers are asked to upload a video of their presentation.
- All speaker videos must be in English.
- We do **not** need your Powerpoint files for the virtual events.
- Please do not upload your video more than once. Check that your video is the way you want it, before uploading. Replacing videos that have already been uploaded is actually quite difficult for us, and may lead to errors in which video finally ends up online.

THE DEADLINE FOR THE UPLOAD OF THE VIDEOS IS SUNDAY 19TH SEPTEMBER 2021. Please upload your **MP4** or **MOV** video file to this link:

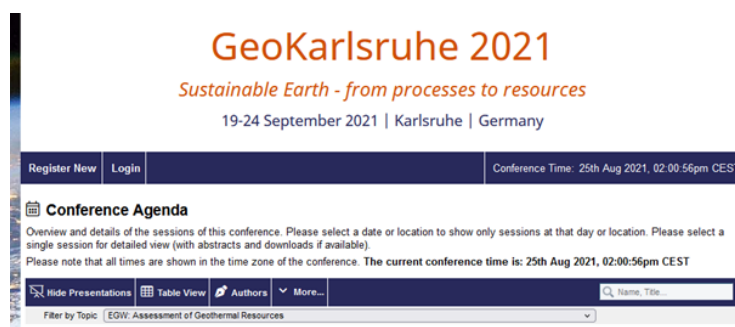
<https://bwsyncandshare.kit.edu/s/o8qpdYzxQGL9F4o>

Please name the file exactly as follow:

[Abstract ID Number] _ [PRESENTING AUTHOR NAME]

Abstract ID numbers (a 4 digit number 14XX or 15XX) can be consulted on the schedule:

- on [our website](#),
- on the schedule provided at [this link](#), by selecting the session of your interest with the 'Filter by Topic' option. Here, options 'Hide Presentation' and 'Table view' should be allowed, as seen on the screenshot.



Thanks for participating in the European Geothermal Workshop, and see you on the Scoocs platform!

The organizing committee of EGW2021 - egw2021@agw.kit.edu.