

Instructions for uploading your presentation content.

Please read the following AV instructions before continuing to the interactive program.

Audio Visual equipment for the meeting will include DLP projection, microphones and mouse pointers. Confidence monitors will be available for speakers during presentations.

At the meeting: please go into the speaker ready room to provide the AV technicians with any updates and to verify that your presentation is uploaded and functioning properly.

Acceptable presentation formats:**Aspect Ratio**

16x9 (wide screen) formatting is preferred but 4x3 can be used if needed. Wide screen formatting instructions for PowerPoint [here](#).

PowerPoint for PC

If you're using power point 2010+, you can now embed your movies. This is nice because the movie is packaged with your file.

Keynote on OSX

QuickTime movies play great in keynote and are also embedded. Try this one if you're a mac fan.

PowerPoint for OSX

Make sure to include any movies when you upload your files.

Prezi

Upload the ZIP archive provided by Prezi. [Instructions](#)

MP4 Video Presentations

If you have a video only presentation, select the MP4 option when uploading. MP4 videos need to be encoded in the H264 format. If you need to convert your video, use the free [Handbrake Software](#).

Other Formats

If you have a special need, just email us at jolene@anyscreeninc.com, and we will do our best to accommodate you.

Presentation Software Version

We use the most current version of all presentation software. If you are not using the newest version, please stop by the Speaker Ready room, if available, to review your presentation with us upon arrival to the event. If no Speaker Ready room is provided, you may visit the AV tech table in the meeting room.