

CIB INTERNATIONAL CONFERENCE ON SMART BUILT ENVIRONMENT

Virtual Conference (Virtual) 14 - 15 December 2021

Delivered in Partnership with



**International Council
for Research and Innovation
in Building and Construction**



In the Conference we will play the recorded presentation of each speaker. Hence, as a participant and a presenter, you have to provide a well-suited video as part of your submission, presenting your paper.



Please Follow the steps below when submitting your video:

1. Must not exceed eight (8) minutes in total
2. Must abide by the provided presentation PowerPoint template



- Check your audio levels before you start recording your presentation.
- Try to maintain the same distance from the microphone throughout the recording.

This Microsoft Education video is a useful guide:

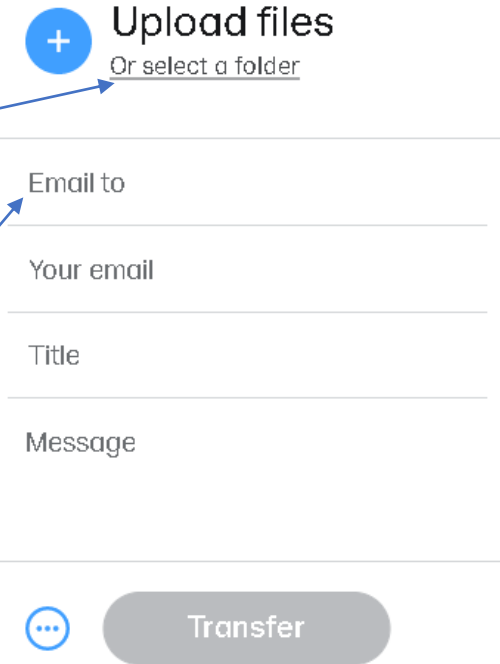
“You Can Make A Narrated PowerPoint Video!”

<https://www.youtube.com/watch?v=Y5dgwwa5XRA>

[Please click here to fill the Google Form](#)

To submit the video follow these simple steps:

- 1) Go to <https://wetransfer.com/>
- 2) Upload your video
- 3) To: CIBTG96ConferenceAdministrator@leedsbeckett.ac.uk.



The screenshot shows the WeTransfer interface. At the top right, there is a blue circular button with a white plus sign and the text "Upload files" and "Or select a folder" below it. Below this, there are four input fields: "Email to", "Your email", "Title", and "Message". At the bottom right, there is a blue circular button with three white dots and a grey rounded rectangular button labeled "Transfer".

If you are facing any issue while sending your video, please state your issue in the above form and we will contact you.



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We are looking forward to watch your video!