

## Presentation Venue

The iSchools have contracted with [SCOOCs](#) to use their virtual conference platform to conduct iConference 2023. All presentations will take place on this platform using Zoom as the main means of presentation. Login instructions and user documentation will be provided to all presenters in advance of the conference.

## Presentation Format

### Presentation Length

Full Research Papers, Short Research Papers, Information Sustainability Research Papers, Spanish-Portuguese Research Papers, Chinese Research Papers:

**20 minutes each, followed by 5-10 minutes of Q&A.**

Your presentation must not exceed this length.

### Video Presentation (optional but highly recommended)

iConference papers presenters have the option of presenting their paper live or submitting a pre-recorded video. The choice is yours. However, we strongly encourage presenters to pre-record their presentations.

#### Benefits of a Pre-recorded video

- A pre-recording is a failsafe in case the presenter experiences connectivity problems, in which case the host would take over and play the recording.
- The pre-recordings will be made available in the [Presentation Library](#) after the presentation, allowing additional participants from around the globe to watch the recorded presentation at a time that is convenient for them. The Presentation Library will be accessible for 3 months after the conference.
- You can edit and take the time to make your presentation as smooth and professional as you wish.

# iConference Paper Presentation Guidelines

## Video Recording Guidelines

- Length: Same as above (20 minutes).
- File type: We can support most standard file formats. We suggest MP4.
- Recording Quality: Please record with a minimum resolution of 720p.
- Software: Presenters may choose the recording software of their preference. Examples:
  - [OBS](#) (Open Broadcaster Software) is free and open source.
  - *Camtasia* (commercial software).
  - *ShadowPlay* (Nvidia recording software, requires an Nvidia graphics card and Geforce experience software, works on desktops only).
  - *Zoom Recording*

## File Delivery

Our preference is that you upload your video file to the cloud (*GDrive, Dropbox, Mega, etc.*) and send the link to [staff@ischools-inc.org](mailto:staff@ischools-inc.org).

Be sure to include your **name** and **ConfTool submission number** in the message. If you do not have access to cloud storage, contact us at the above email address to discuss delivery alternatives.

## Deadline

- We must receive your video recording by **1 February 2023**.
- If we have not received your video by the Feb. 1 deadline, we will assume your presentation will be live.
- Important notes:
  - The submission of a pre-recorded video is voluntary.
  - We will not record the live sessions.
  - If you choose to submit a video, you are still required to attend the live session and take part in the Q&A.

## Early Access

You will be given access to the conference platform in advance of the conference, so you can familiarize yourself with its features and navigation prior to the sessions. You will receive an email notification when this is ready. Technical support will be available if you have any questions.

## Proceedings

Springer has agreed to make the Full, Short, and Information Sustainability Research Papers proceedings available free-of-charge to all conference participants for a span of one month. All presenters and participants will receive a notification when the proceedings become available.

## Questions

Please contact the iSchools Organization staff anytime if you have questions:  
[staff@ischools-inc.org](mailto:staff@ischools-inc.org).