

## Video Recording Guideline for ICTC 2022

We extend our heartfelt thanks and appreciation for your interest and contribution the success of ICTC 2022.

This is a video recording guideline for your presentation.

Please refer to the guidelines below and submit the file after recording the presentation video.

### ❖ Video Format

- File Capacity : 150MB
- File Format : MP4

### ❖ Recording a Video on Zoom

#### Step 1. Hosting a meeting on Zoom website

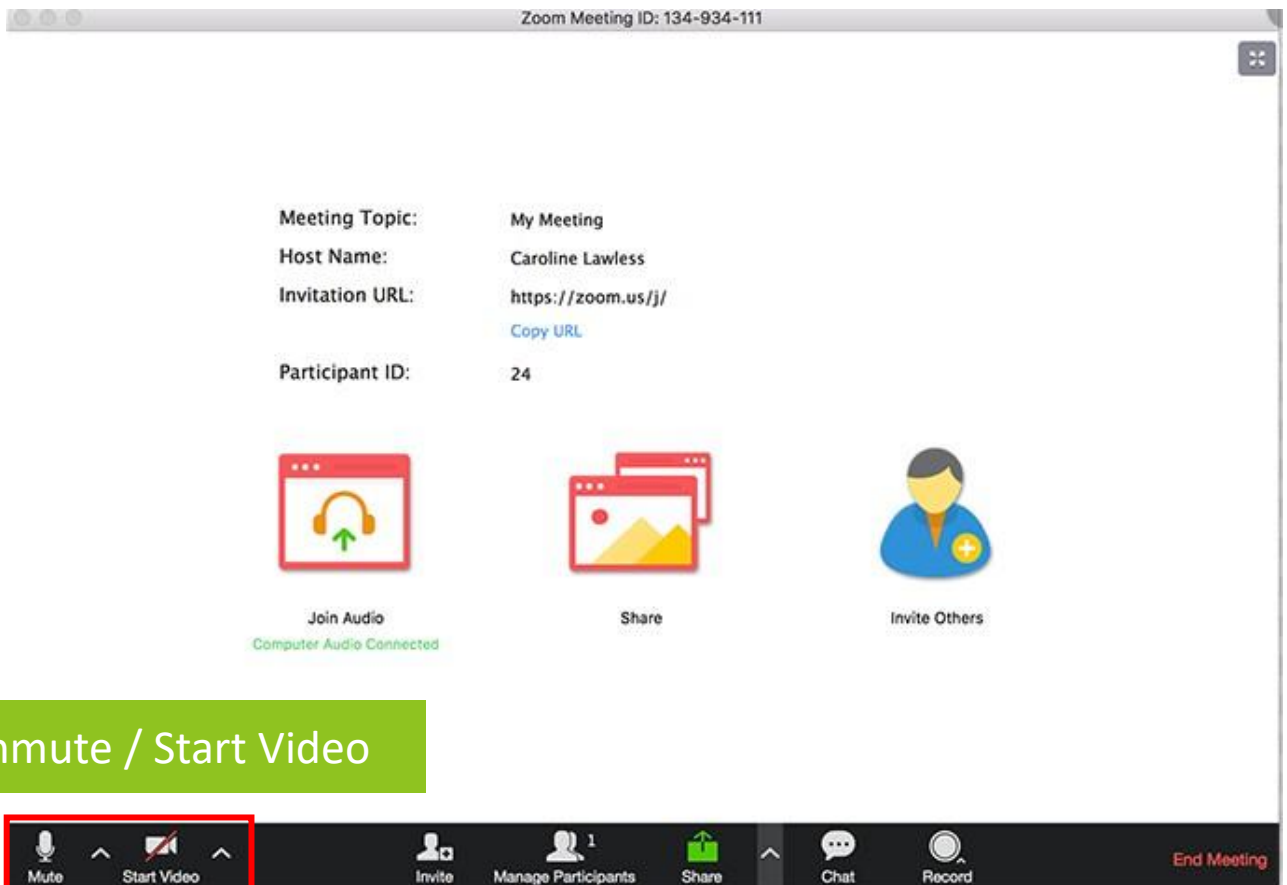
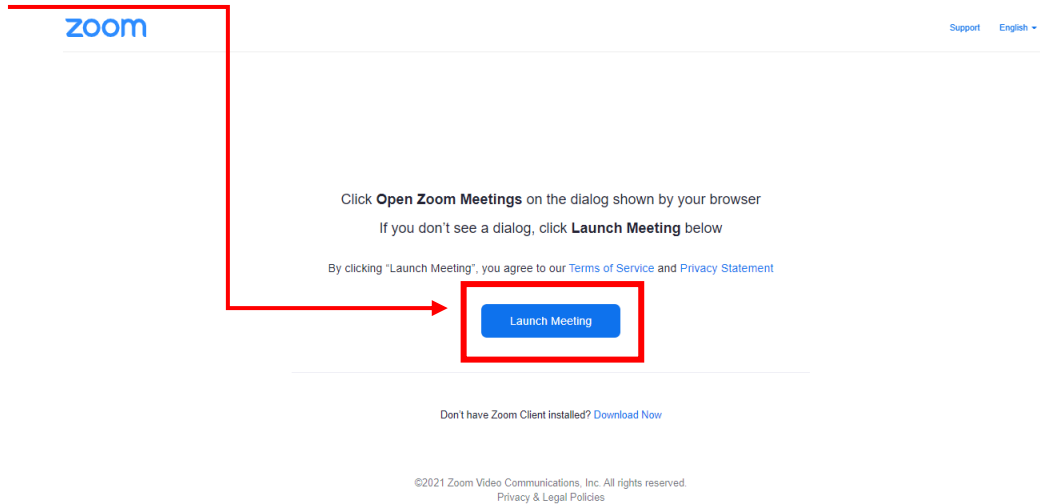
Login → Host a meeting → with Video On

The image shows a screenshot of the Zoom website's navigation bar. The 'HOST A MEETING' button is highlighted with a red box, and a red arrow points to its dropdown menu. The dropdown menu is open, showing three options: 'With Video Off', 'With Video On' (which is highlighted with a red box), and 'Screen Share Only'. Below the navigation bar, there is a hero section with the heading 'Enabling the Hybrid Workforce' and a video player showing a meeting in progress.

## ❖ Recording a Video on Zoom

### Step 2. Launch Meeting

Launch Meeting → Check the Audio and Video(Camera)



Unmute / Start Video

## ❖ Recording a Video on Zoom

### Step 3. Share your Screen

Share your presentation file

Meeting Topic: My Meeting  
Host Name: Caroline Lawless  
Invitation URL: <https://zoom.us/j/>  
[Copy URL](#)  
Participant ID: 24



Join Audio

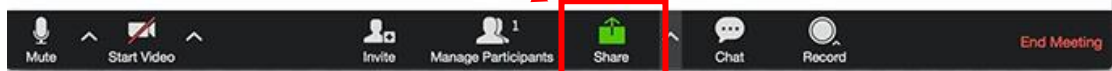


Share



Invite Others

Click this button and share your file



### Step 4. Recording

Record on this Computer and when you finish your presentation stop recording

Meeting Topic: My Meeting  
Host Name: Caroline Lawless  
Invitation URL: <https://zoom.us/j/>  
[Copy URL](#)  
Participant ID: 24



Invite Others

Click this button and Start your presentation

