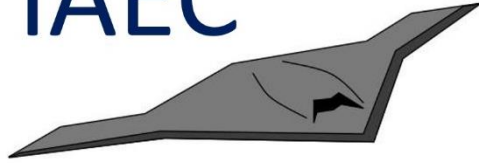


IAEC



International Aerospace
Engineering Conference

International Aerospace Engineering Conference

Guide to *e*-presentations

How to record and set up you narrated PowerPoint presentation for an electronic congress presentation.

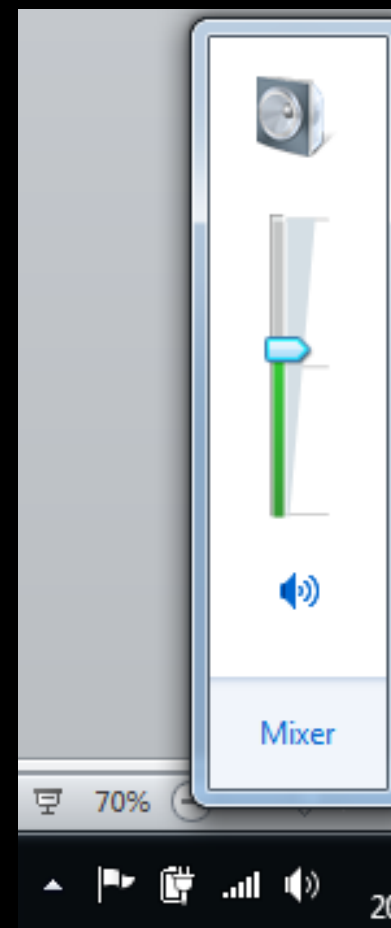
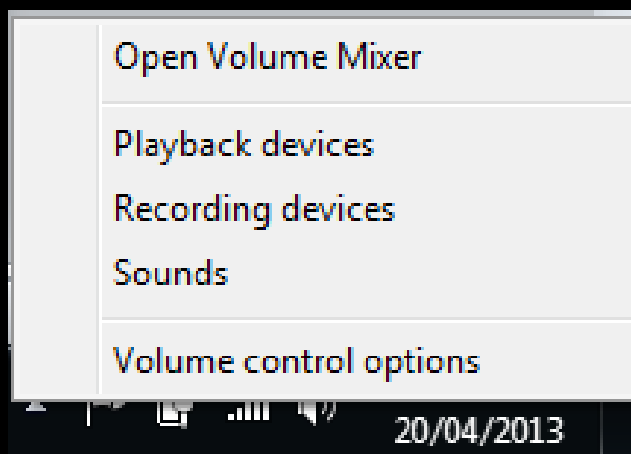


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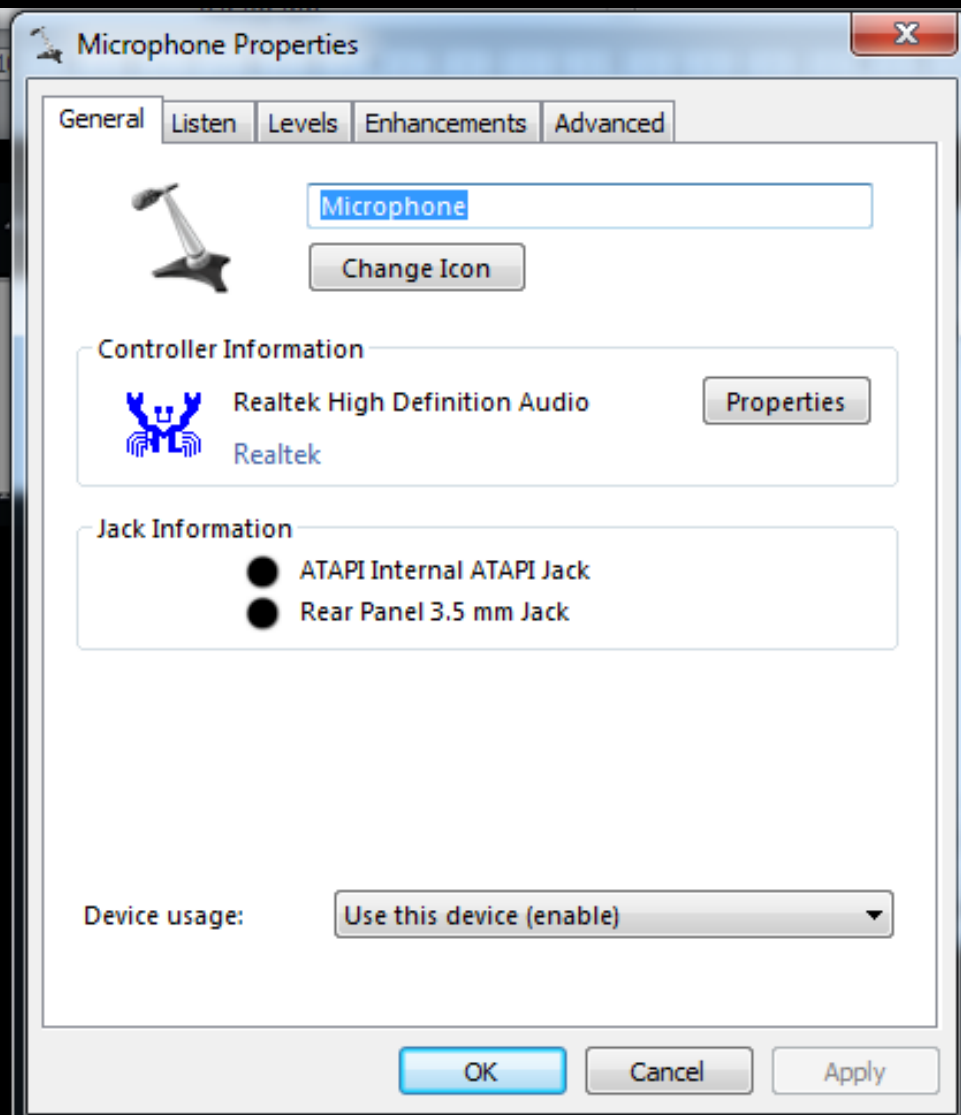
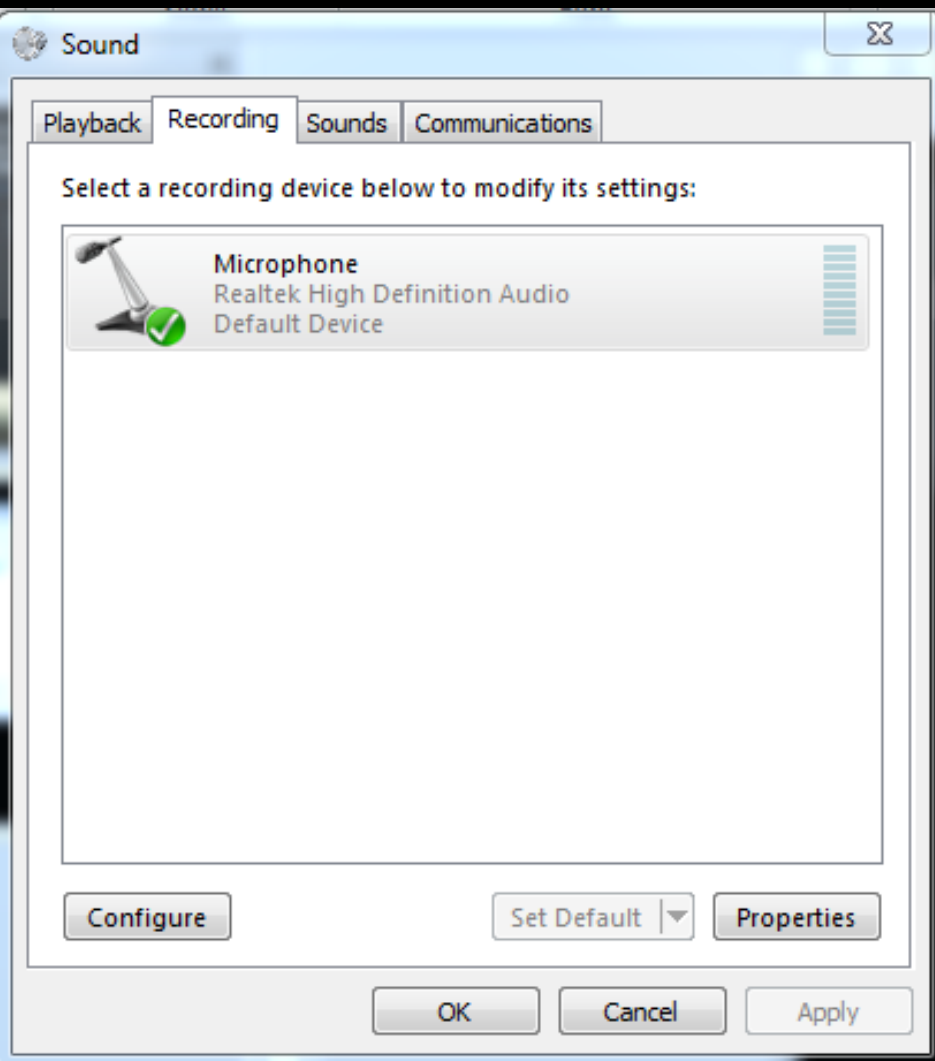
MARQUES™
A V I A T I O N

1. Prepare your PowerPoint presentation to last approximately 20 mins.
2. Set up the volume for the Recording and Playback devices in your computer

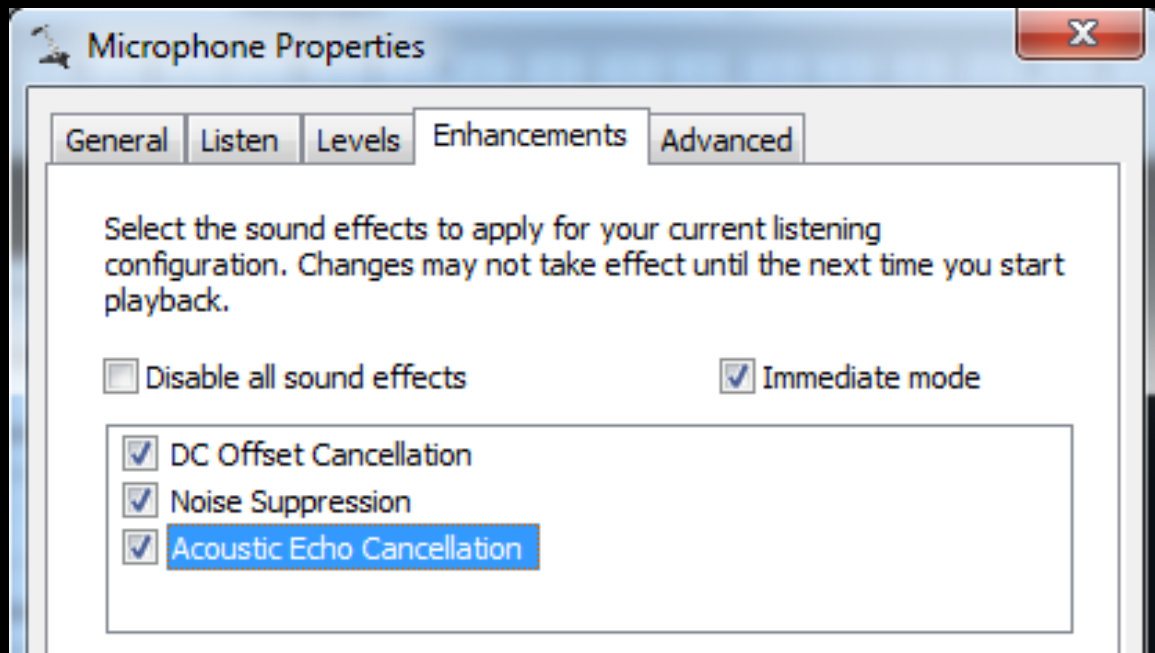
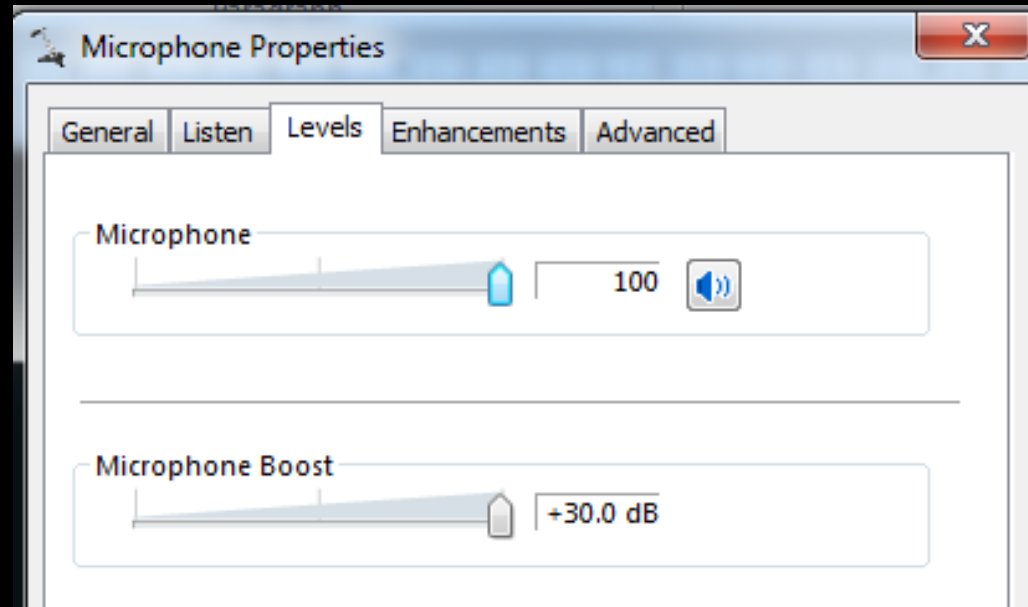
- Click on the Volume icon
- Increase the playback volume
- Right click on the Volume icon
- Select Recording devices



- Click on Recording
- Double click on Microphone
- Click on Levels

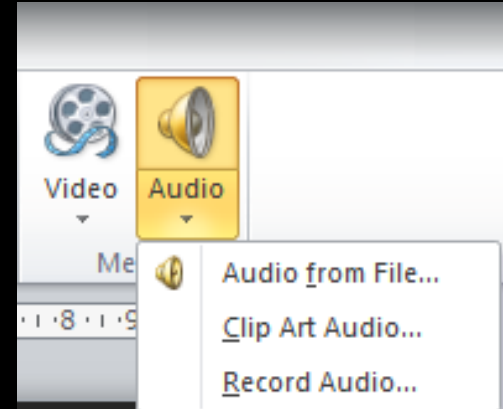
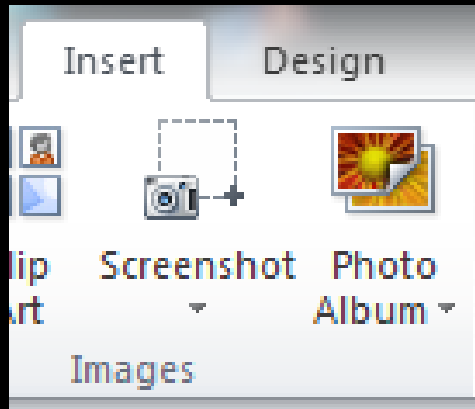


- Increase the Microphone volume to 100
- Click on Enhancements
- Select enhancement options

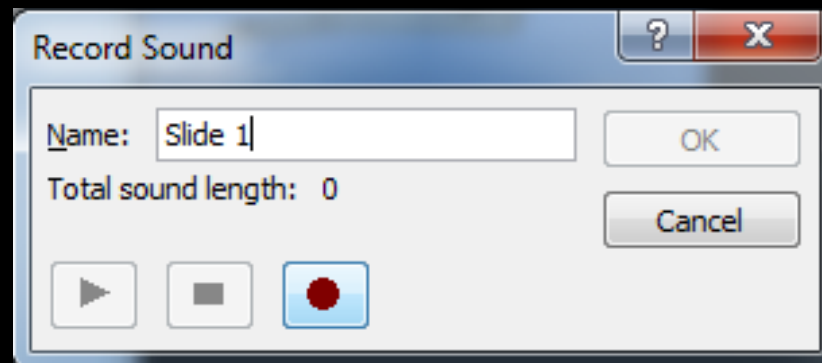


3. Record your narration for each slide.


- Click on Insert; Audio; Record Audio

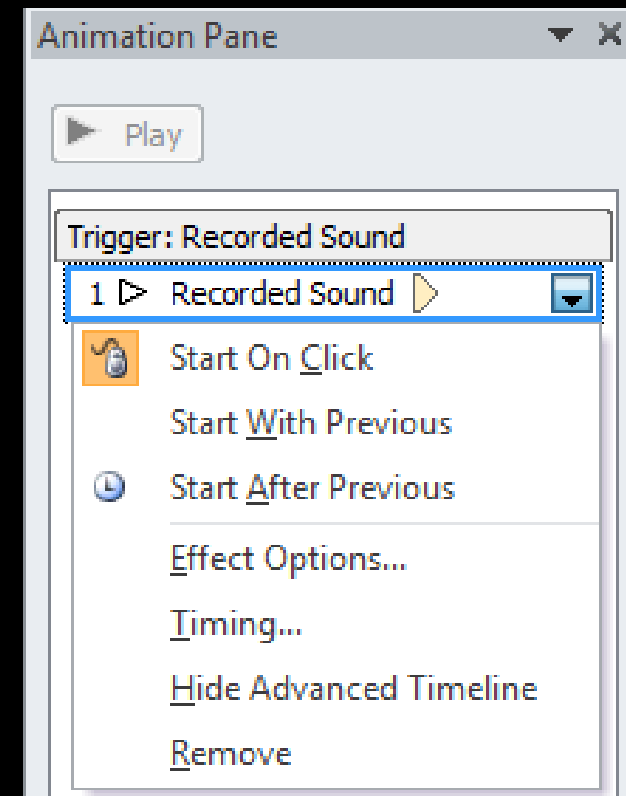
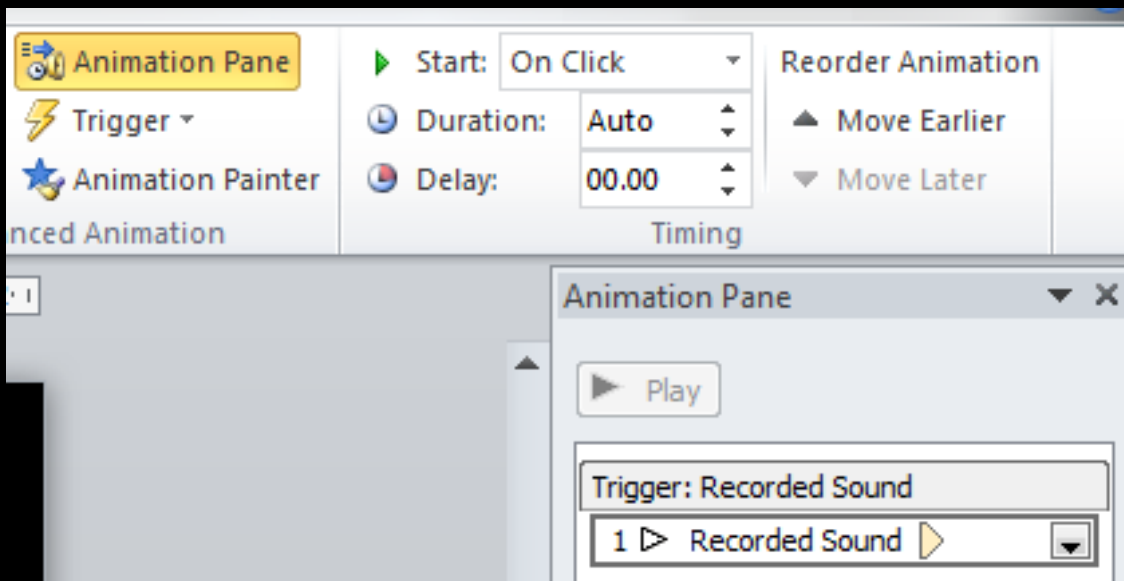
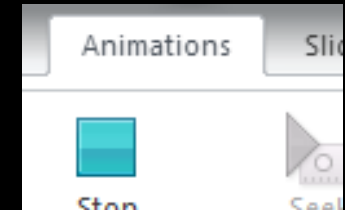


- Click on the record (red) button
- Narrate your talk for the current slide

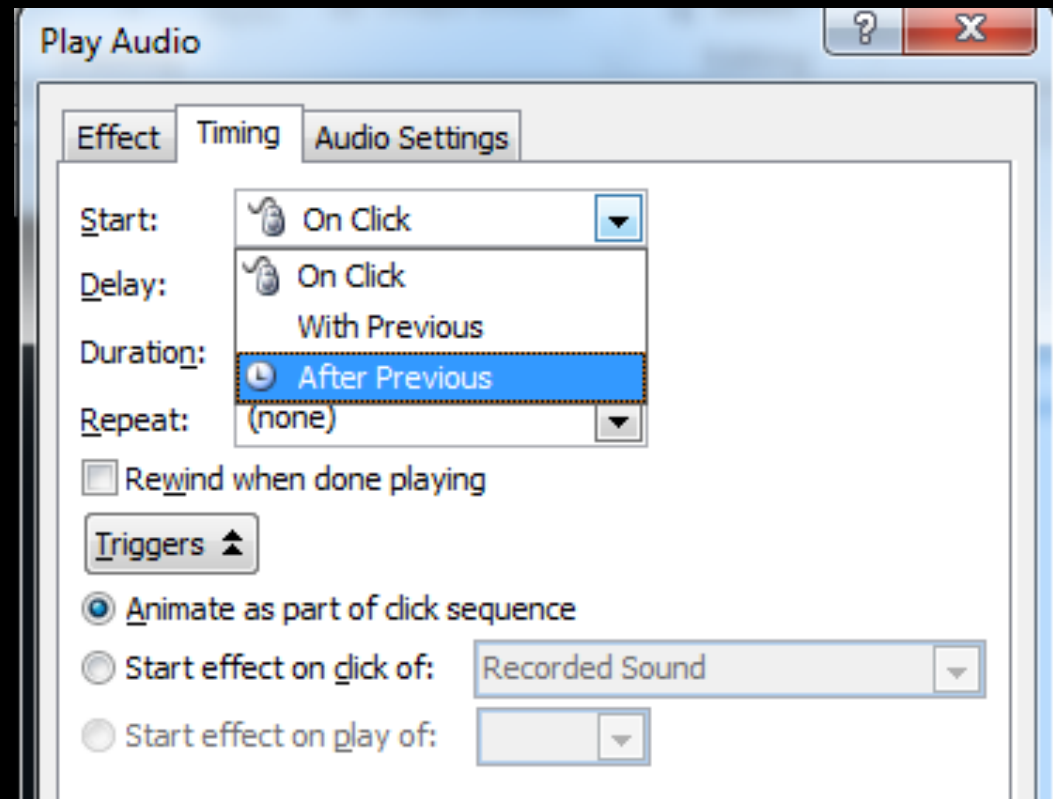
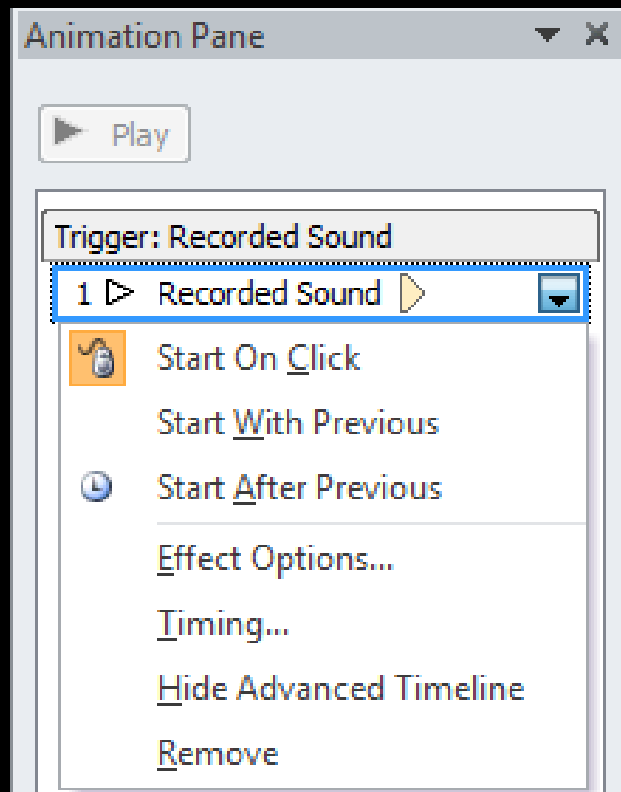


4. Set your audio animation.

- Click on the speaker icon 
- Click on Animations; Animation Pane
- Click on the menu options for Recorded Sound

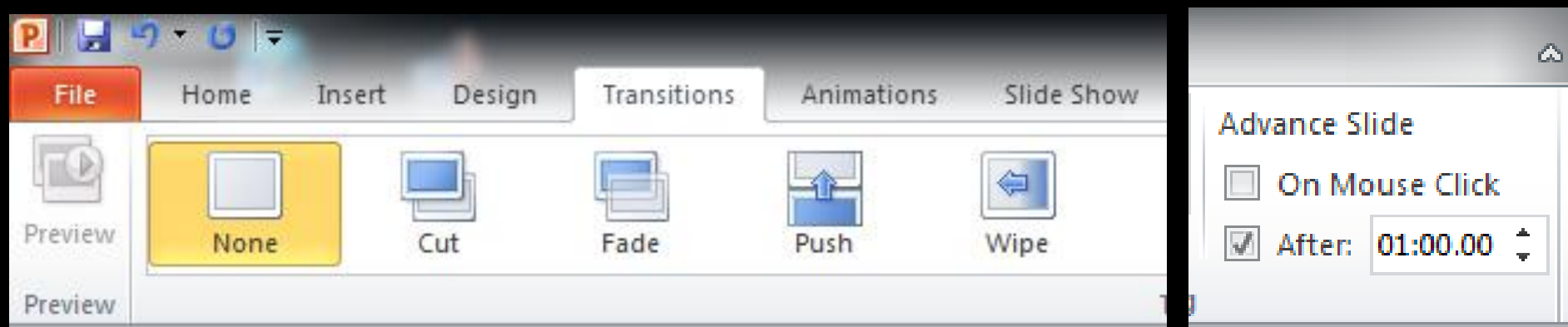


- Select Effect Options; Timing; Start: After Previous
- Triggers; Animate as part of click sequence



5. Set your slide transitions.

- Transitions; Advance Slide (e.g., After 1 min)
- Note: Based on 20 slides x 1 min = 20 mins



- ## 6. Send your narrated PowerPoint presentation to the Congress Organizing Committee:
- iaec@iaec-conference.com