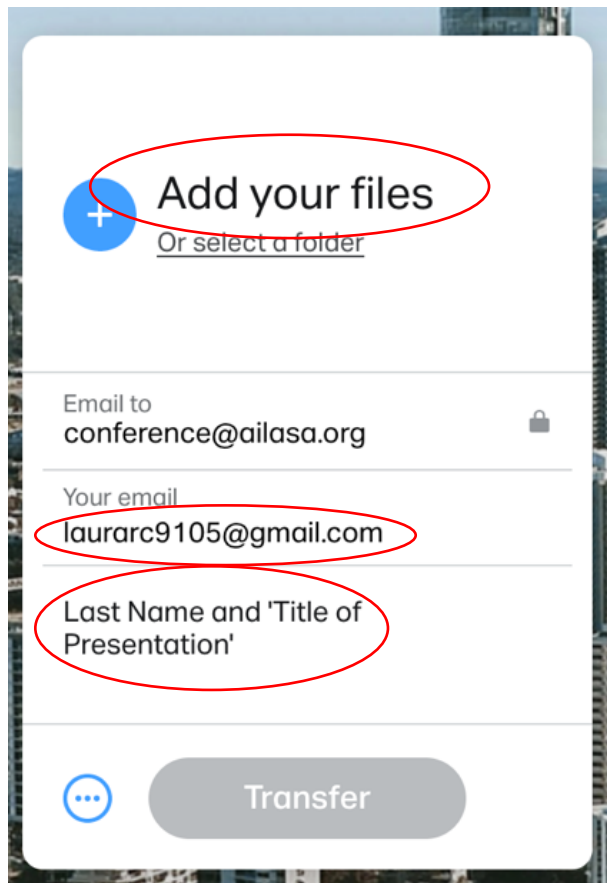


HOW-TO Upload and share your presentation

All recorded presentations should be submitted by **Monday 15th June**. Share your presentation via the Microsoft Form sent to your email or click [here](#) to access the form. If you have any queries, please email us at conference@ailasa.org.

Option A:
Upload video
file via
WeTransfer
(preferred
option)

1. Visit: <https://ailasapresentations.wetransfer.com/>
2. Agree to the terms and conditions.
3. Enter your email, drag or select your file to 'Add your files' and write your Last Name and 'Title of Presentation' in the Message box, and then click Transfer:



The screenshot shows the WeTransfer mobile app interface. At the top, there is a blue circular button with a white plus sign and the text "Add your files" and "Or select a folder" below it. Below this, there is a section for email input. The "Email to" field is filled with "conference@ailasa.org". The "Your email" field is filled with "laurarc9105@gmail.com". Below the email fields, there is a section for the message, with the text "Last Name and 'Title of Presentation'" entered. At the bottom, there is a blue circular button with three dots and a grey button labeled "Transfer".

	<ol style="list-style-type: none"> 4. Verify your email address with a code that will be sent to your inbox. 5. Wait for the upload to be finished (this might take some time depending on the file size).
<p>Option B: Share a Link</p>	<p>Watch this video tutorial for generating and sharing a link and/or video file from your Zoom recorded presentation: https://www.youtube.com/watch?v=IZHSAMd89JE&feature=emb_logo</p> <p>Follow these instructions for downloading your recorded presentation video file in Microsoft Teams/Stream:</p> 