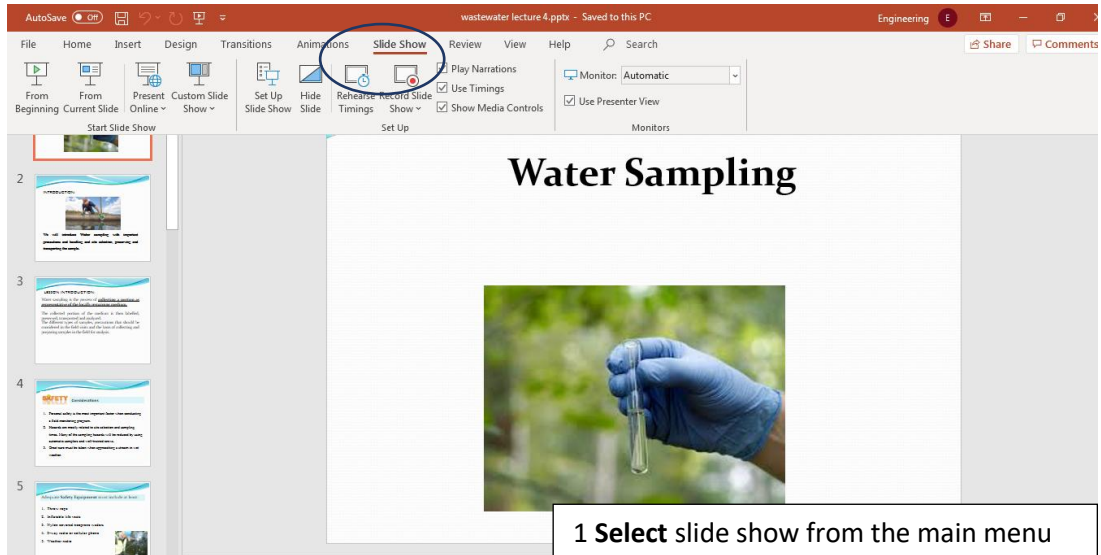
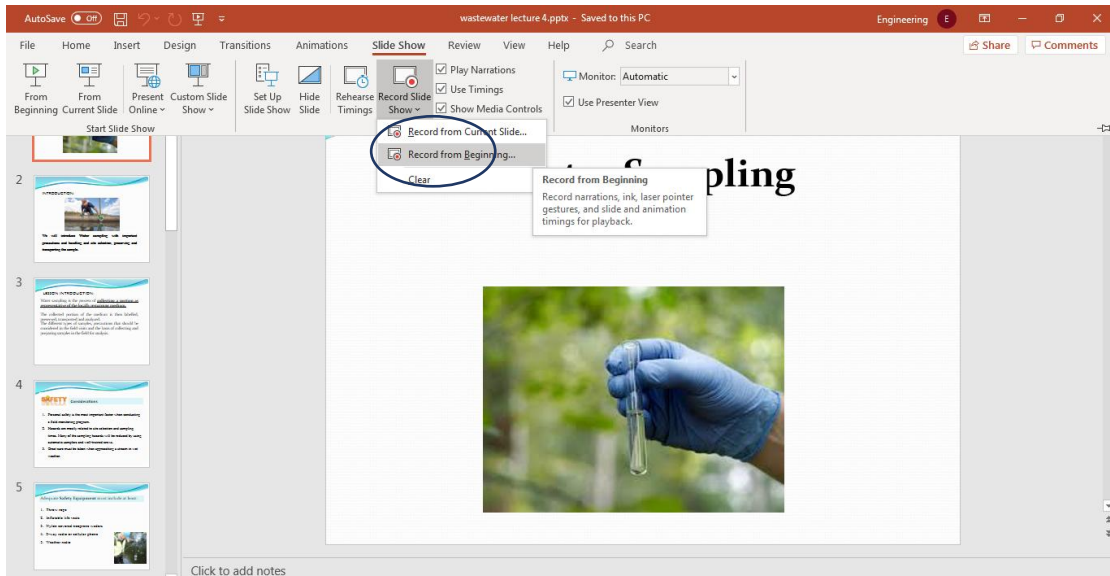


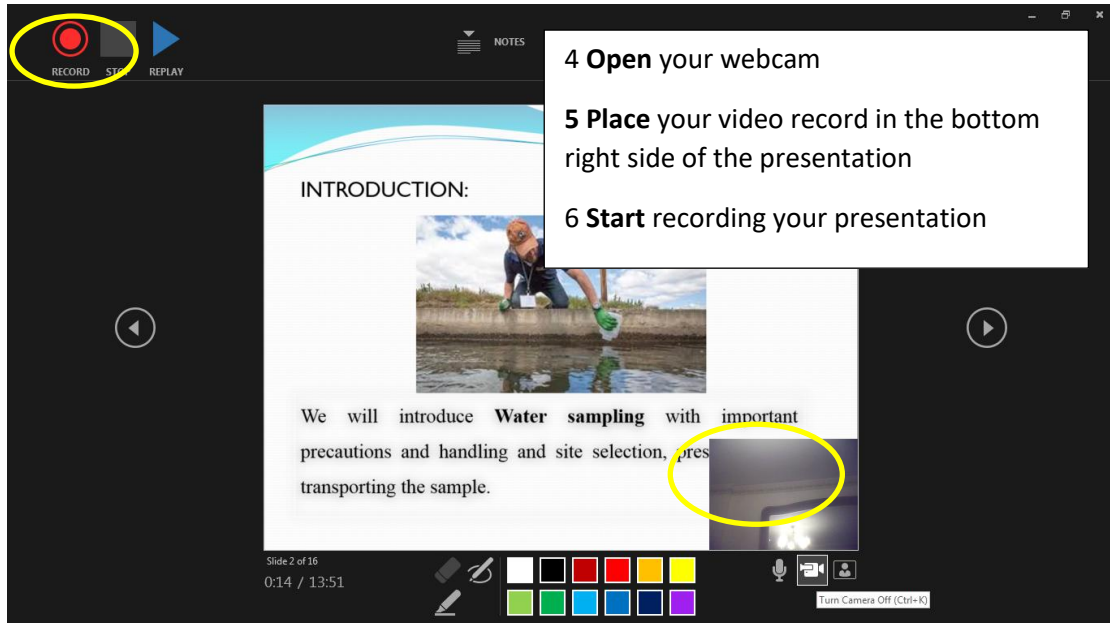
Instructions for Authors RETBE21 Presentations



- 1 **Select** slide show from the main menu for powerpoint 365.
- 2 **Select** record slide show.
- 3 **Record** from the beginning.



Instructions for Authors RETBE21 Presentations



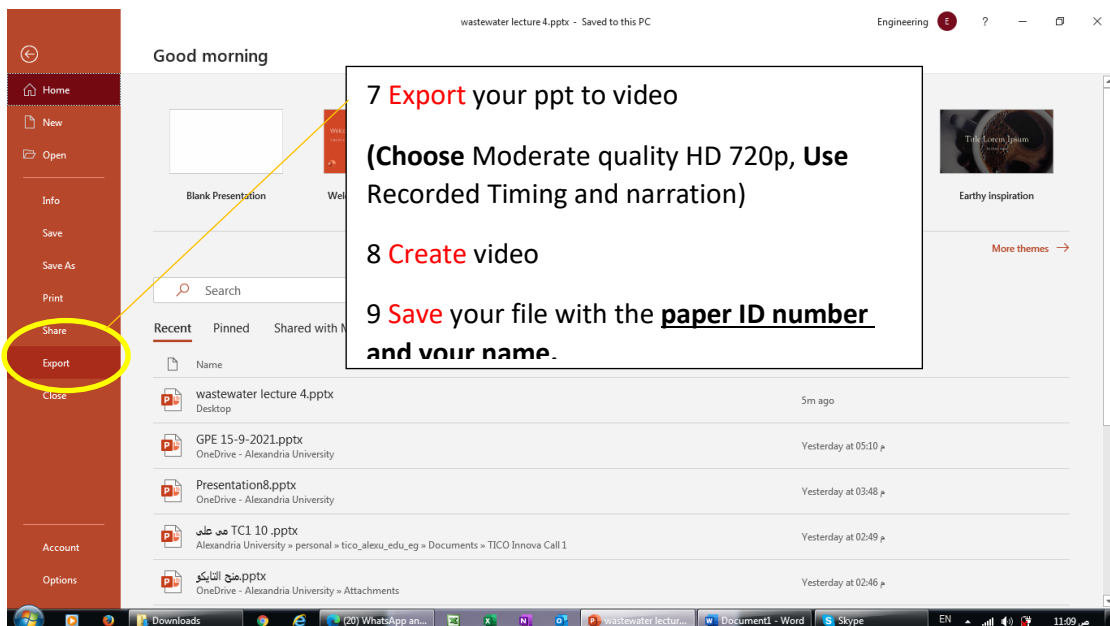
The screenshot shows a presentation software interface. At the top left, there are controls for RECORD (a red circle with a white dot), STOP (a square), and REPLAY (a play button). A yellow circle highlights the RECORD button. In the center, a slide titled "INTRODUCTION:" features a photo of a person in a field and the text: "We will introduce Water sampling with important precautions and handling and site selection, pres transporting the sample." A yellow circle highlights a small video preview window in the bottom right corner of the slide area. At the bottom, there are navigation arrows, a timer showing "0:14 / 13:51", a color palette, and a "Turn Camera Off (Ctrl+K)" button.

4 Open your webcam

5 Place your video record in the bottom right side of the presentation

6 Start recording your presentation

After finishing your presentation,



The screenshot shows the presentation software interface with the sidebar open. The 'Export' option is highlighted with a yellow circle. A yellow arrow points from the 'Export' button to a text box containing instructions. The text box contains the following text: "7 Export your ppt to video (Choose Moderate quality HD 720p, Use Recorded Timing and narration) 8 Create video 9 Save your file with the paper ID number and your name." The background shows a list of recent presentations, including "wastewater lecture 4.pptx" and "GPE 15-9-2021.pptx".

7 Export your ppt to video
(Choose Moderate quality HD 720p, Use Recorded Timing and narration)

8 Create video

9 Save your file with the **paper ID number and your name**.

Instructions for Authors RETBE21 Presentations

