



## Webinar lecture presentation

The presentation of each lecture will be made of a combination of several things. We will provide assistance in combining these items into the final presentation. You must deliver the following items to us, and we will make the final composition in cooperation with you.

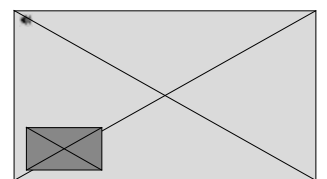
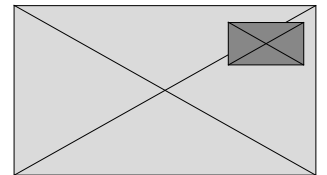
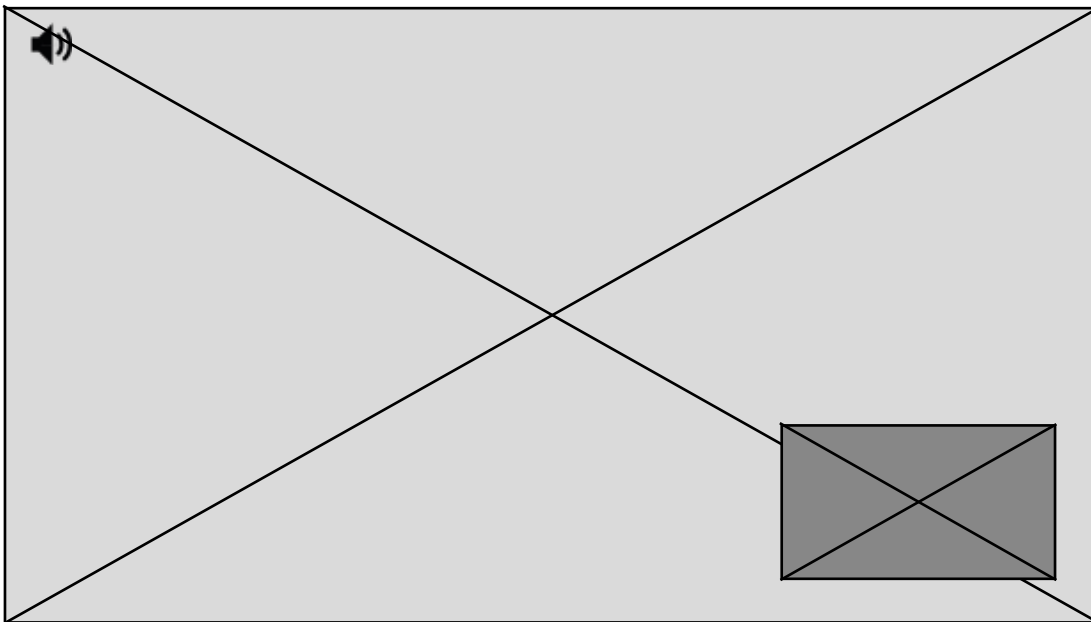
Please send the following items to [tue@dentaltraumaguide.org](mailto:tue@dentaltraumaguide.org)

### Items to be made

- Video of you talking/presenting your lectures with sound
- Slideshow with still frames and video plus a timeline of where the slides should change, to match presentation.

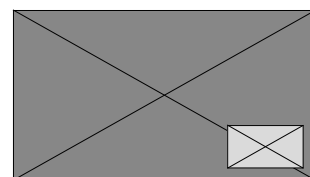
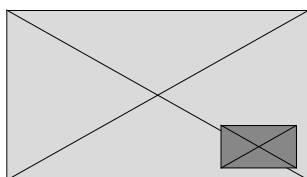
The final presentation video will be made from a preset template. This means we will try and fit all presentations into the same template if possible. But we will make individual adjustments to each lecture (if necessary) in order to get the best result possible for the audience. The final format is not decided before we have evaluated the presentations.

(The webinar of each lecture will be presented something like this.)



(Alternatives)

(For your introduction I would likely switch the screens.)





## VIDEO OF YOU TALKING/PRESENTING YOUR LECTURES - PICTURE

There are several things to consider, when presenting at a webinar.

We have decided to include a video of the presenter with sound to all lectures, to explain and comment the slideshow presentation. This guide that will help you make that video.

### Camera (picture)

It is possible to make recordings with various devices. The quality will of course reflect the used equipment. Some people have more advanced equipment than others, but it is not a **must** that you have a professional video setup for you to deliver a video of high quality.

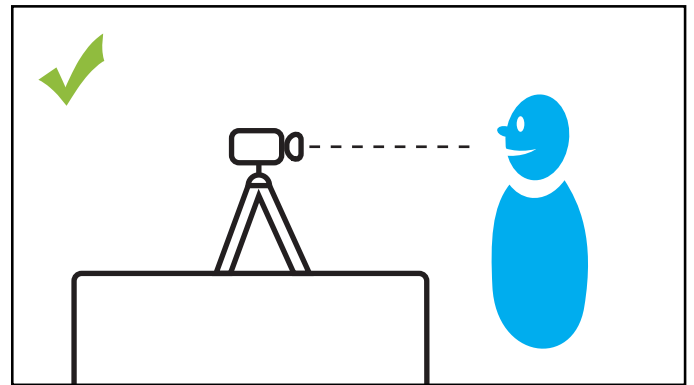
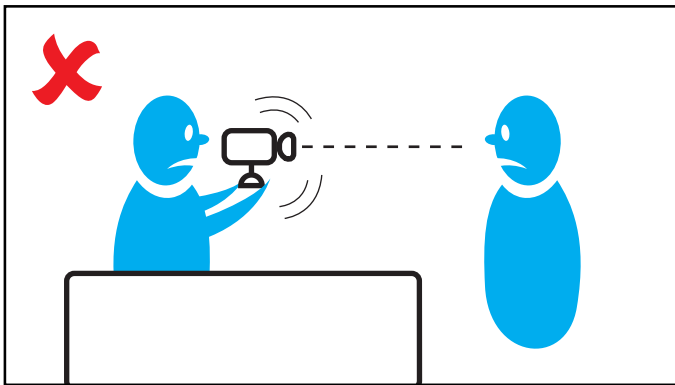
The audience will see this on a computer, tablet or smartphone and therefore the quality must match that. Most new phones have excellent cameras, the same goes for the new type of cameras.

Please record the movie in high quality and in 16:9 format for best result.

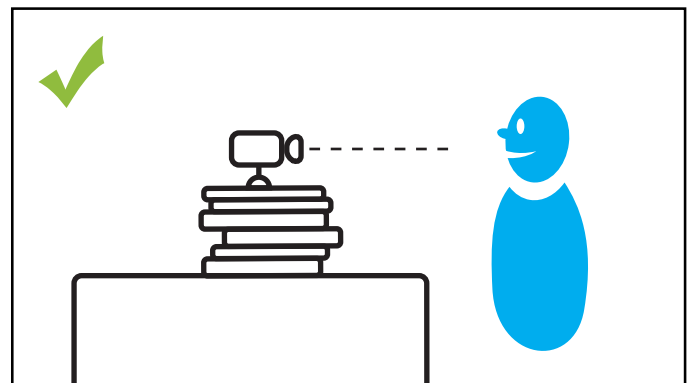
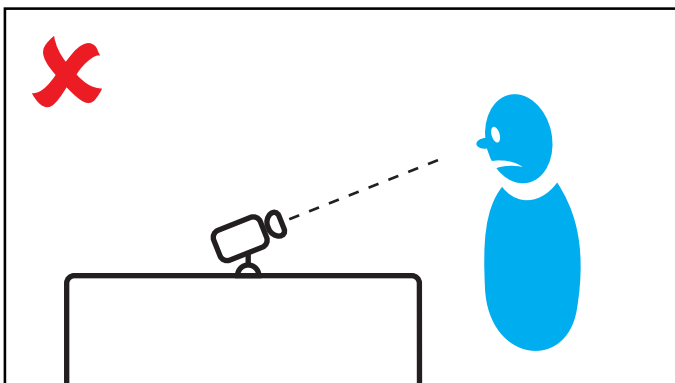
If you make the recordings with a smartphone, remember to put it on "fly-mode" so you do not get interrupted by a call in the middle of the recording -and maybe attach a powerbank to make sure you have enough power on the phone.

**TIPS:** Always make a test before the final video so you can check the quality. Also make your presentation in due time, it could be necessary with more than one recording.

### Camera fixture (handheld camera is shaking a little, put it on a stand)



### Camera position angle (try not film from below, put it in front of you)

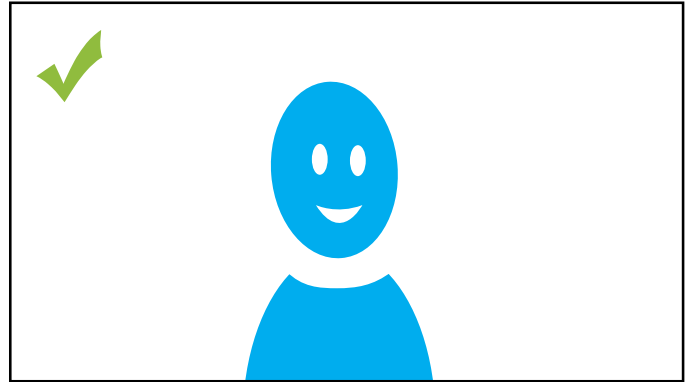
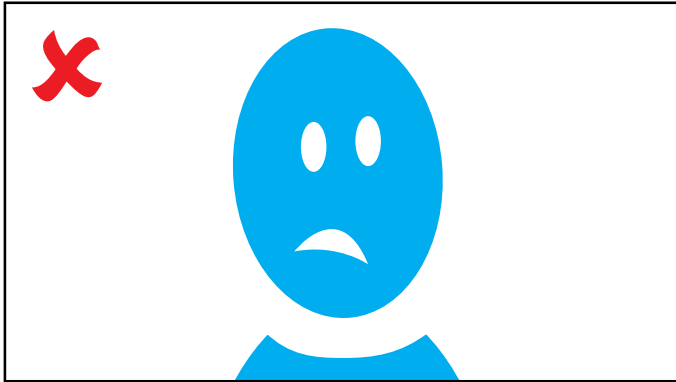




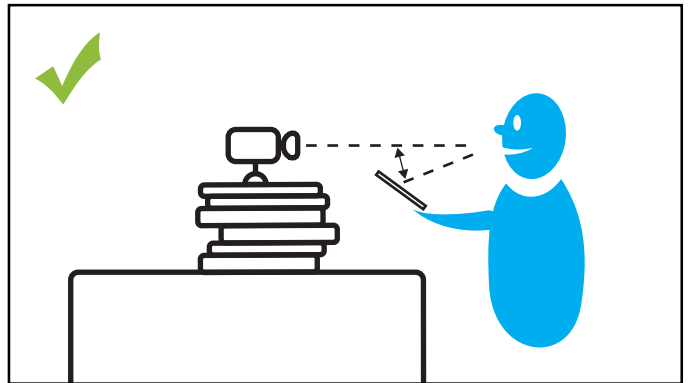
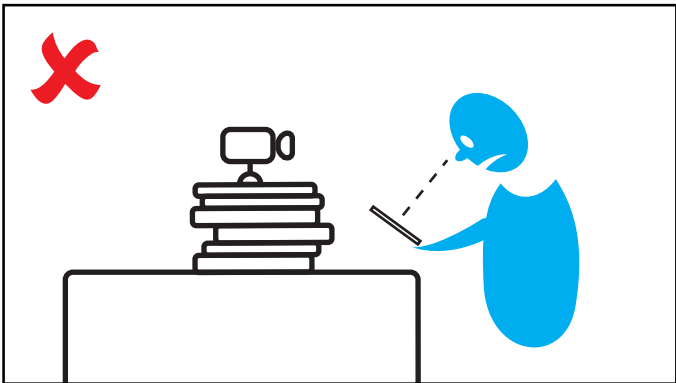
# DENTAL TRAUMA GUIDE

- evidence based treatment guide -

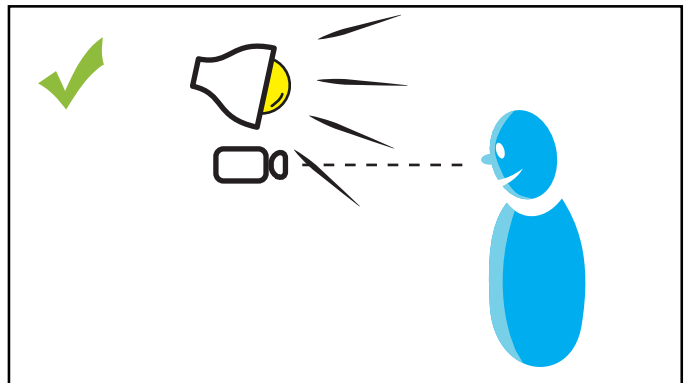
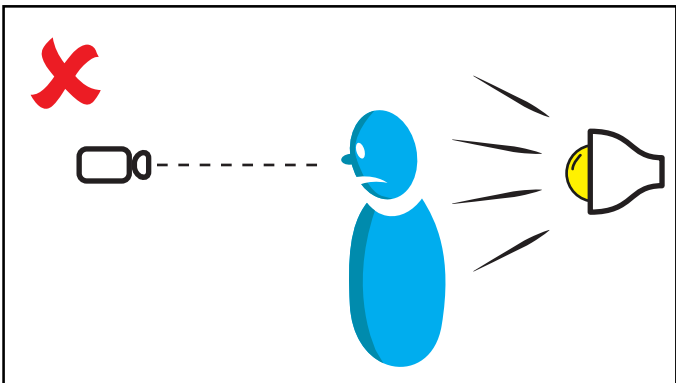
**Camera distance** (not too close - about an arms length is often the right distance)



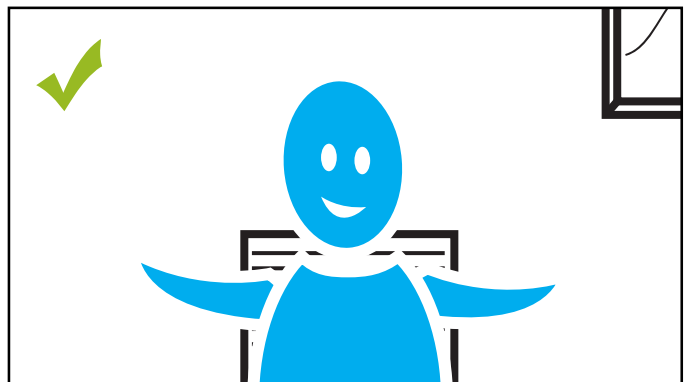
**Look into the camera** (speak directly to the audience. On a phone, you can look at yourself)



**Light** (the main light should come from behind the camera and be evenly distributed)



**Background** (be aware of not having a too noisy background, calm background is preferred)





## VIDEO OF YOU TALKING/PRESENTING YOUR LECTURES - SOUND

### Microphone (sound)

Most smartphones or cameras have good microphones. But because we recommend sitting or standing at a certain distance from the smartphone or camera, we often find that an external microphone is the best solution (these can often be connected to the smartphone or camera and provide excellent sound).

If we should advice you, we would recommend to either get a microphone that records in a specific direction

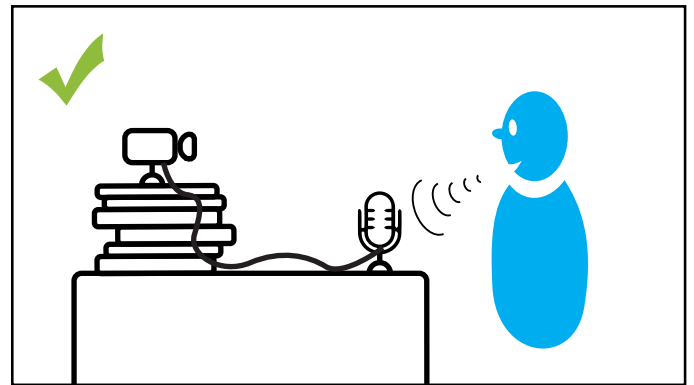
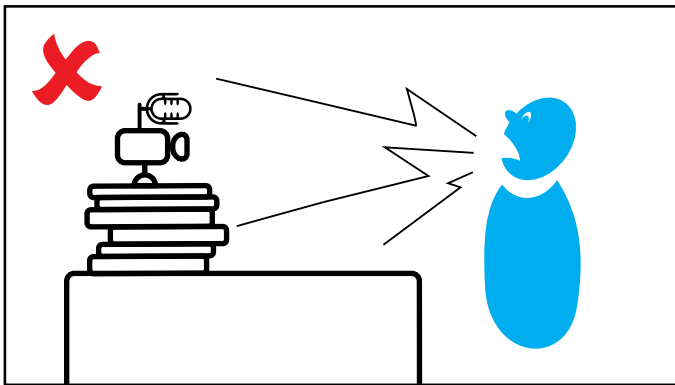
<http://www.rode.com/microphones/videomicme>

Or a microphone that is specific for interviews and will be attached to the shirt

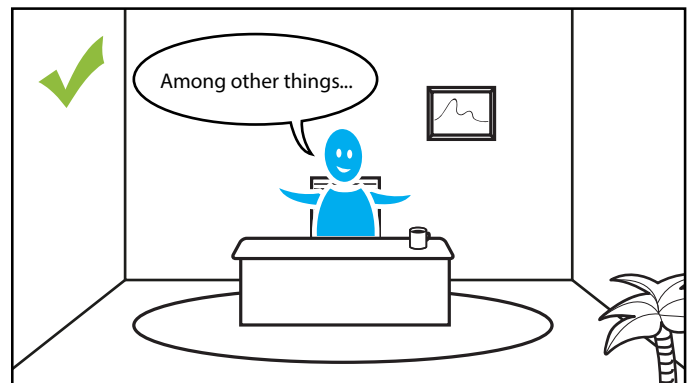
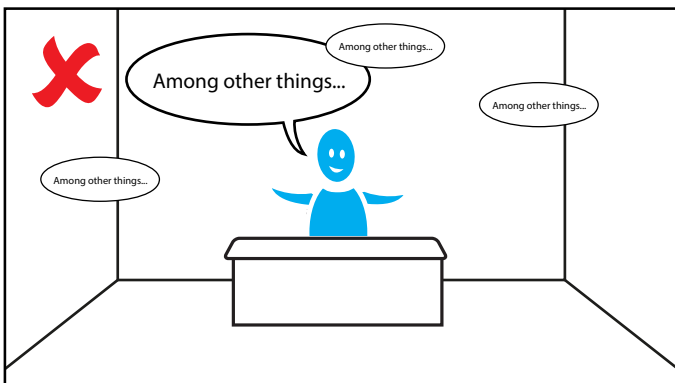
<https://www.ikmultimedia.com/products/irigmiclav/>

**TIPS:** Always make a test before the final video so you can check the quality. Also make your presentation in due time, it could be nessesary with more than one recording.

### Microphone (make sure the microphone can record you speaking in a normal tone)



### Room akustic (An empty room gives a hollow echo in the sound, carpets can prevent this)





## PRESENTATION/SLIDESHOW

### Presentation (powerpoint/keynote)

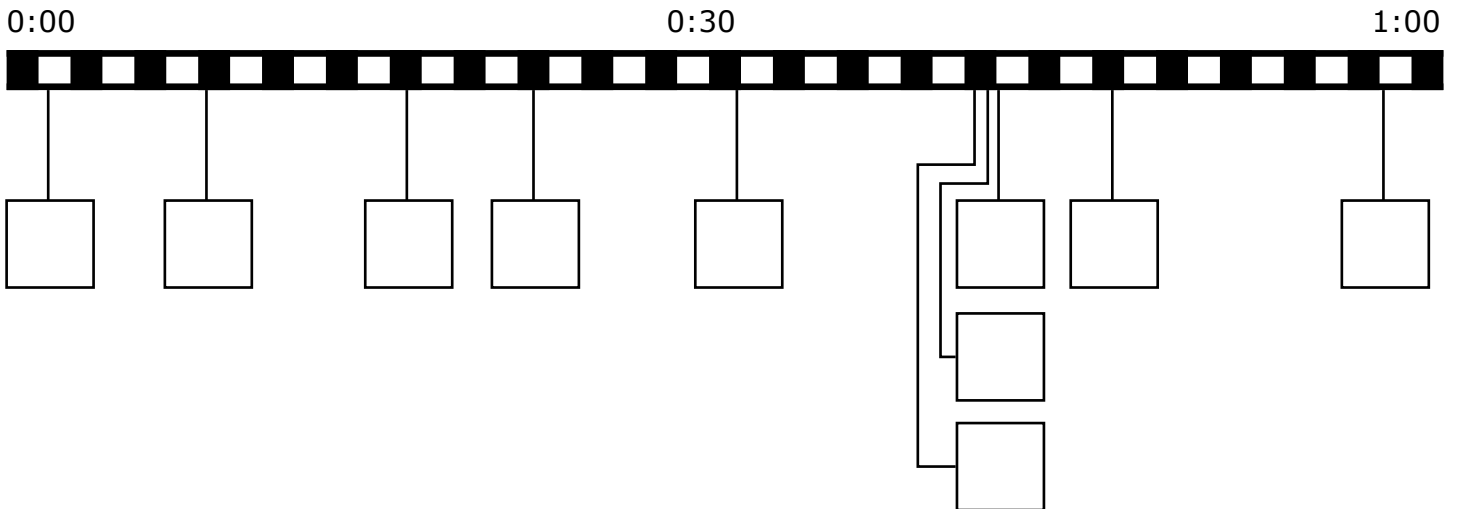
Please send us your PowerPoint or Keynote presentations. And we will contact you if there are any problems with the received material.

Your normal PowerPoint or Keynote can contain video, transitions, and highlighted items, etc.

To bind the slideshow and the presentation together, we will need you to create a timeline. This you can do after you finished your video and while you watch it, then plot in the slide-changes as illustrated below. The timeline helps us know when the slides should change and this way we can match it with the presentation. Please also write down, if things need to be highlighted etc.

Send the timeline in a mail to [tue@dentaltraumaguide.org](mailto:tue@dentaltraumaguide.org)

**TIPS:** Slide change during the video presentation must be done with a remote / mouse.



**Presentation slide change** (must be done with a remote/mouse in your hand)

