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30TH ANNUAL CONFERENCE
ASIAN PACIFIC ASSOCIATION FOR
THE STUDY OF THE LIVER

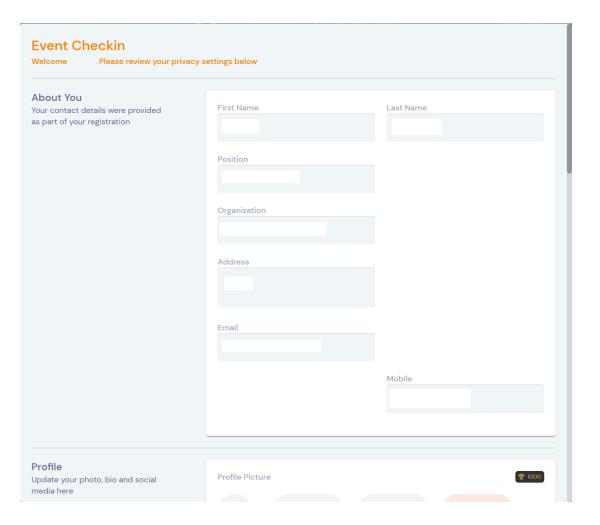
Virtual Meeting 4-6 FEBRUARY 2021

POSTER PRESENTER MANUAL

First login



- Review your personal information
- Scroll to the bottom of the page and click Update and Close

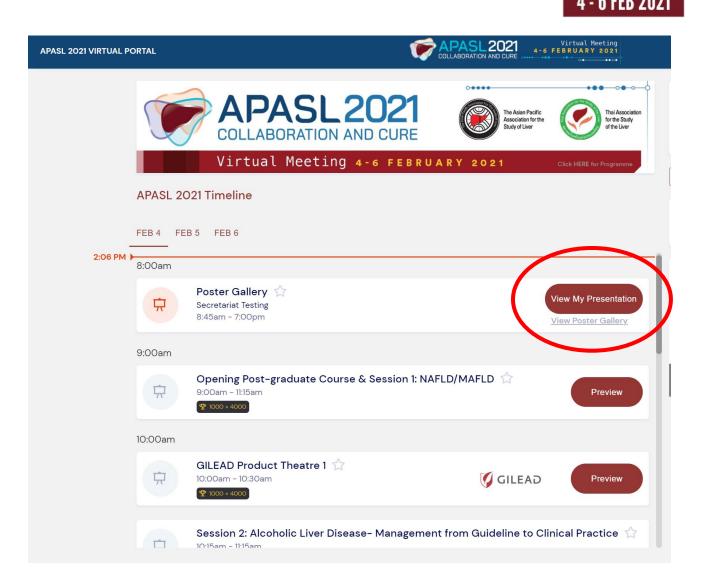


Media Settings You can check that your media settings are correct and update them if needed.	Microphone Default Microphone	
	Camera Default Camera	
	Change Settings	
	Upda	ate and Close

The Virtual Portal

APASL 2021 COLLABORATION AND CURE

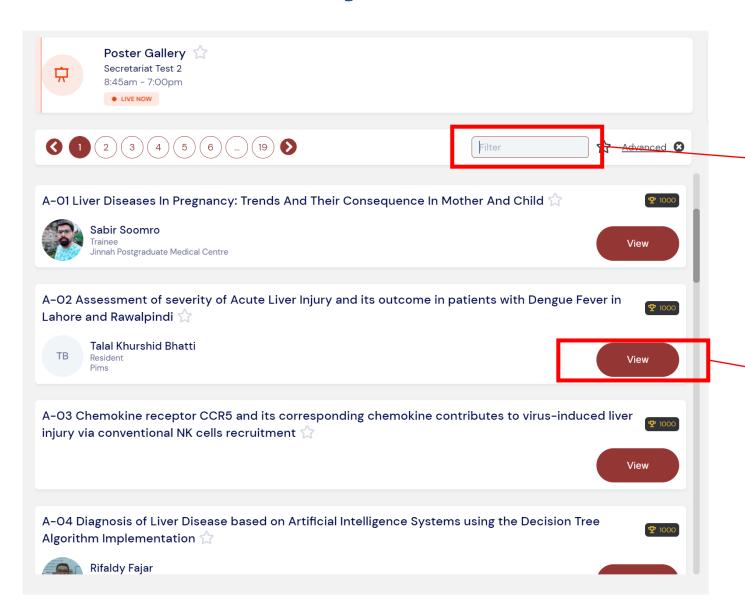
- Click View My Presentation to go to your Poster space
- Click View Poster Gallery to view other Posters
- If you have more than 1 Poster, you
 will have to access each poster from
 the Poster Gallery, as View My
 Presentation will only bring you to
 your first poster



Poster Gallery



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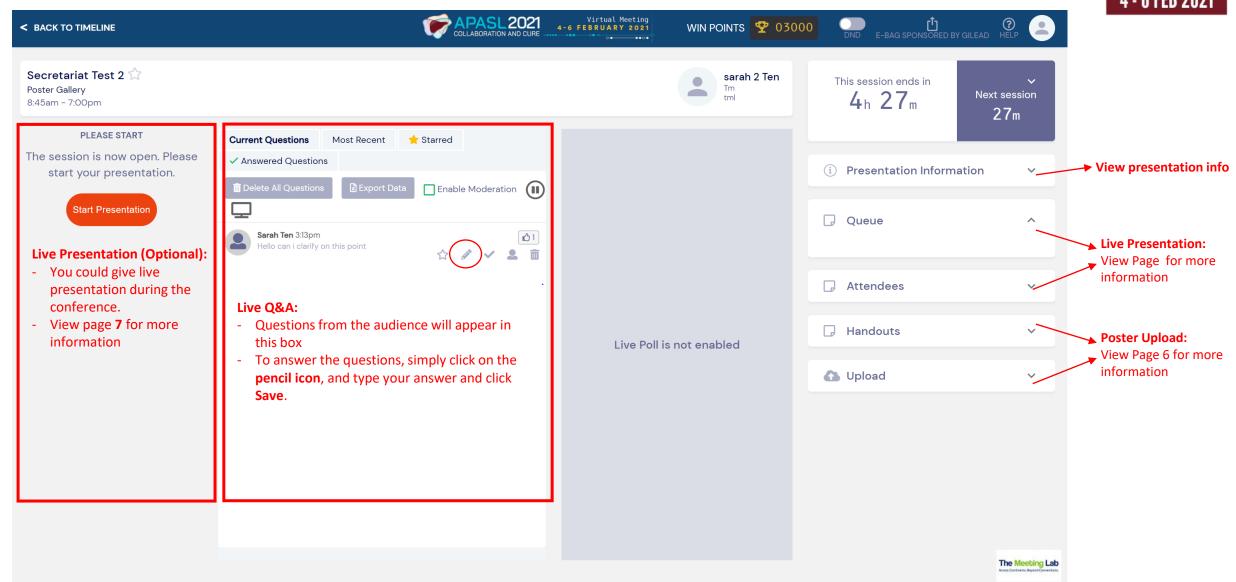
Type your Poster Board number in this box to search for your Poster space

Click View to go to the poster.

Poster Space

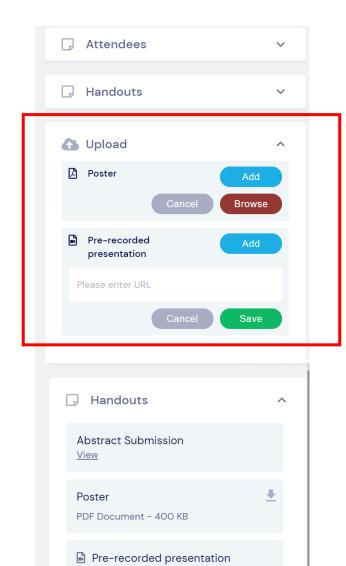


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Uploading Your Poster





Upload: Click **Add** to upload:

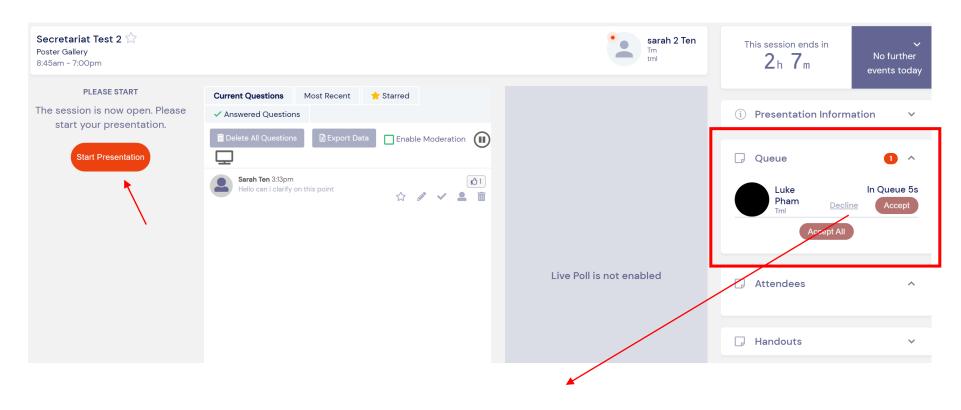
- 1. Poster (mandatory):
 - Step 1: Click Browse
 - **Step 2:** Select the File on your computer
 - **File Requirement**: PDF file, One page, A4 scale, Portrait Orientation, 5MB or less
- 2. Pre-recorded Presentation (recommended):
 - **Step 1:** Record your presentation
 - Step 2: Upload your video to Youtube/Vimeo/Google Drive
 - Step 3: Paste the URL to your video in the box and click Save

To check your if your upload is successful, access **Handout**, and click on each item to check if the content is correct uploaded.

Giving Live Presentation (optional)



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If the audience would like you to give a Live Presentation, they will appear in the Queue.

If you would like to give the Live Presentation, click **Start Presentation**, then click **Accept / Accept All** at the queue

This is optional, and you are recommended to upload a Pre-Recorded Presentation instead.

Audience View



Below is how the audience will see your Poster and Video being uploaded

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