

Congratulations and thank you for being a part of SC20! This presenter packet provides information, guidelines, and requirements to help you create your pre-recorded content for the virtual SC20 conference. If you need assistance, please contact the SC20 Virtual Logistics team at virtualSC20@info.supercomputing.org.

About our Virtual Conference (v2)

SC20 is utilizing CadmiumCD as its virtual content platform. The platform features several means of disseminating content for Conference Components (i.e. papers, panels, posters, tutorials, exhibitor forum, etc.), and opportunities for presenters to be available to interact with attendees via a live Q&A chat during the entirety of their pre-recorded content, and until the end of their individual session time. Some Conference Components will also have live content; that information is further detailed in the documents in this packet.

Content will initially be broadcast starting at 10:00 AM in the Eastern Standard Time Zone. Unless otherwise exempted or noted below, content will be rebroadcast starting at 10:00 AM in the Japan Standard Time Zone. This allows presenters to be available for live Q&A chat during either or both broadcasts.

DEADLINES

All pre-recorded content must be submitted no later than **October 9th, 2020**.

Presenters or organizers from Birds of a Feather, Panels, SCinet, Students@SC, Tutorials, or Workshops who wish to use live content should inform the SC20 Virtual Logistics team at virtualSC20@info.supercomputing.org no later than **September 10th, 2020**.

CONSENT FOR VIDEO RECORDING

Anyone who is presenting content during a pre-recorded or live broadcast in the SC20 virtual conference must sign the Video Consent and Release Form. This consent form is available at the SC Submissions Site <https://submissions.supercomputing.org/?page=Submit&id=VideoConsentandReleaseForm&site=sc20>. Session chairs who are moderating a session, but not presenting content, do not need to sign this form. If you have questions, or if your organization requires that you submit an alternate form, please contact the Virtual Logistics team at virtualSC20@info.supercomputing.org.

More information about pre-recorded content and submission guidelines are available in the SC20 Presenter Packet documents listed on the next page. A submission checklist for each area is also included in this document as well as in the guideline documents pertaining to each Conference Component.

SC20 Virtual Presenter Packet Files

Files 02A, 02B, 02C, 02D, and 02E provide information germane to specific Conference Components, e.g. Papers, Tutorials, Posters, etc.

02A_Papers-State of the Practice-Exhibitor Forum_Virtual Presentation Guidelines and Requirements.pdf

- **All Papers, State of the Practice, and Exhibitor Forum presenters should read this document first.** This document contains information regarding the required content and format types for pre-recorded content, a description of the session, guidelines for creating your pre-recorded content, and a checklist of what you will need to submit and where to submit it.

02B_Tutorials-Workshops_Virtual Presentation Guidelines and Requirements.pdf

- **All Tutorials and Workshops presenters should read this document first.** This document contains information regarding the required content and format types for pre-recorded content and a description of the session, as well as guidelines for creating your virtual content, managing your live content, and a checklist of what you will need to submit and where to submit it. Note that Tutorials and Workshops will not be rebroadcast; they will be made available as on-demand recorded content in the hours following the conclusion of the initial broadcast.

02C_Panel-SCinet-Students-BOFs_Virtual Presentation Guidelines and Requirements.pdf

- **All Panel, SCinet, Students@SC, and Birds of a Feather presenters should read this document first.** This document contains information regarding the required content and format types for pre-recorded content and a description of the session, as well as guidelines for creating your virtual content, managing your live content, and a checklist of what you will need to submit and where to submit it.

02D_Posters_Virtual Display Guidelines and Requirements.pdf

- **All Posters authors should read this document first.** This document covers ONLY poster submissions that will be available in the Posters Module in the virtual platform CadmiumCD. This document contains information regarding the required content as well as guidelines for creating your virtual content, and a checklist of what you will need to submit and where and how to submit it.
 - Those poster entries chosen for separate speaker presentations will be provided with additional information regarding virtual content submission requirements upon selection.

02E_Doctoral Showcase-SciVis and Data Analytics_Virtual Presentation Guidelines and Requirements.pdf

- **All Doctoral Showcase, and Scientific Visualization and Data Analytics Showcase poster authors and presenters should read this document first.** This document covers poster/showcase displays that will be available virtually in the Posters Module in

the virtual platform CadmiumCD, as well as speaker presentations. This document contains information regarding the required content as well as guidelines for creating your virtual content, and a checklist of what you will need to submit and where and how to submit it.

Please note that the following Conference Components will be contacted individually and given further instructions by the SC20 Committee

- ACM Gordon Bell Finalists
- Early Career Program
- More than HPC Plenary
- Invited Talks
- Test of Time Award presentations

03_Virtual Content Submission Deadlines.pdf - This document lists the deadlines for pre-recorded content submission for each Conference Component. In short, all pre-recorded video or presentation content must be submitted via the SC Submissions Site (<https://submissions.supercomputing.org>) no later than **October 9th, 2020**. More information on this is available in the documents listed above that pertain to your Conference Component.

04_How to Record Video and Audio in PowerPoint.mp4 - This video will walk you through the process of recording video of and audio over your PowerPoint slides.

05_Adding Closed Captions to Your Recording Using VTT.mp4 - This video will walk you through the process of adding closed captions to your PowerPoint + audio or other video recording after you have followed the steps in the “04_How to Record Video and Audio in PowerPoint” video above. The VTT website which you can use to create your closed captions is <https://www.vtt-creator.com>.

06_How to Record Video and Audio in PowerPoint Final CC.vtt - This file is an example of a closed captioned file that results from following the steps in the “05_Adding Closed Captions to your Recording Using VTT” video above.

07_Adding Closed Captions to Your Recording Using VTT CC.vtt - This file is an example of a closed-captioned file, again created by following the steps in the “05_Adding Closed Captions to your Recording Using VTT” video.

08_Run of Show Template.xlsx - This template helps you construct the order of events, or “Run of Show,” for your presentation, or session if you have multiple presentations (i.e. Tutorials or Workshops). You only need to fill out the section below the blue headers. This may be as simple as entering information for your PowerPoint + audio recording and closed captioned vtt file (for Conference Components such as Technical Papers, Exhibitor Forum, etc.). It may be more complex for Tutorials and Workshops. **An example of how to fill this form out starts on line 39 of the file.**

- Once you have completed this form, please rename this file to “Run of Show SubmissionID.xlsx”
 - Example: “Run of Show pap103.xlsx”
 - Monday+Tuesday Tutorial example: “Run of Show tut105-1.xlsx” and “Run of Show tut105-2.xlsx”

09_SC20 Optional Template Slide.pptx - This template is available to use for your presentation if you wish. It is in the required 16:9 format.

10_Best Practice Guidelines from CadmiumCD folder - This folder contains several files with best practices guidelines and more information about CadmiumCD's virtual platform interface for presenters.

11_SC20 Screen backgrounds folder - These template images are available to use for your Zoom or other video presentation background if you wish.

Submission Checklists for Conference Components

*(details are in the 02A, 02B, 02C, 02D, and 2E documents
pertaining to your Conference Component)*

ACM Gordon Bell Finalist

- The SC20 Plenary Production team will contact these presenters with further instructions.

ACM Student Research Competition: Undergraduate or Graduate Posters

- **Poster:**
 - **Submit a PDF file of your poster.** It is recommended that you record audio to accompany it via the virtual platform CadmiumCD. More information is available in document 02D.
- **Presentation:** Those posters chosen for separate presentations will be contacted with further information.

Birds of a Feather

- **Pre-recorded content:** Pre-recorded content is not required, but if utilized it should be submitted in mp4 file format. More information regarding technical specifications is available in document 02C.
- **Live content** is allowed but pre-recorded content is recommended to ensure quality; **organizers must inform** the SC20 Virtual Logistics team of **intent** to have live content by **September 10, 2020 (at virtualSC20@info.supercomputing.org)**

- **Run of Show document** (template is available: 08_Run of Show Template.xlsx)

Doctoral Showcase

- **Poster:**
 - **Submit a PDF file of your poster.** It is recommended that you record audio to accompany it via the virtual platform CadmiumCD. More information is available in document 02E.
- **Presentation:**
 - **Pre-recorded content:** Submit an mp4 file of audio over presentation slides. More information is available in document 02E.
 - **Run of Show document** (template is available: 08_Run of Show Template.xlsx)

Early Career Program

- The Early Career Program is being held via web conferencing; the Early Career Program Chair will be in contact to provide more information.

Exhibitor Forum

- **Pre-recorded content:** Submit an mp4 file of audio over presentation slides. More information is available in document 02A.
- **Run of Show document** (template is available: 08_Run of Show Template.xlsx)

More than HPC Plenary

- The SC20 Plenary Production team will contact these presenters with further instructions

Invited Talk

- The SC20 Plenary Production team will contact these presenters with further instructions

Panels

- **Pre-recorded content:** Pre-recorded content is not required, but if utilized it should be submitted in mp4 file format. More information regarding technical specifications is available in document 02C.
- **Live content** is allowed but pre-recorded content is recommended to ensure quality; **panelists must inform** the SC20 Virtual Logistics team of **intent** to have live content by **September 10, 2020 (virtualSC20@info.supercomputing.org)**
- **Run of Show document** (template is available: 08_Run of Show Template.xlsx)

Papers

- **Pre-recorded content:** Submit an mp4 file of audio over presentation slides. More information is available in document 02A.
- **Run of Show document** (template is available: 08_Run of Show Template.xlsx)

Research Posters

- **Poster:**

- **Submit a PDF file of your poster.** It is recommended that you record audio to accompany it via the virtual platform CadmiumCD. More information is available in document 02D.
- **Presentation:** Those entries chosen for separate presentations will be contacted with further information upon selection

State of the Practice Talk

- **Pre-recorded content:** Submit an mp4 file of audio over presentation slides. More information is available in document 02A.
- **Run of Show document** (template is available: 08_Run of Show Template.xlsx)

Scientific Visualization and Data Analytics Showcase

- **Video:**
 - **Submit a PDF file of your content.** It is recommended that you record audio to accompany it via the virtual platform CadmiumCD.
 - **Submit an mp4 file of your video content.** It is recommended that you record audio to accompany it via the virtual platform CadmiumCD.
 - More information is available in document 02E.
- **Presentation:**
 - **Pre-recorded content:** Submit an mp4 file of audio over presentation slides. More information is available in document 02E.
 - **Run of Show document** (template is available: 08_Run of Show Template.xlsx)

SCinet

- **Pre-recorded content:** Pre-recorded content is not required, but if utilized it should be submitted in mp4 file format. More information regarding technical specifications is available in document 02C.
- **Live content** is allowed but pre-recorded content is recommended to ensure quality; **organizers must inform** the SC20 Virtual Logistics team of **intent** to have live content by **September 10, 2020** (virtualSC20@info.supercomputing.org)
- **Run of Show document** (template is available: 08_Run of Show Template.xlsx)

Students@SC

- **Pre-recorded content:** Pre-recorded content is not required, but if utilized it should be submitted in mp4 file format. More information regarding technical specifications is available in document 02C.
- **Live content** is allowed but pre-recorded content is recommended to ensure quality; **organizers must inform** the SC20 Virtual Logistics team of **intent** to have live content by **September 10, 2020** (virtualSC20@info.supercomputing.org)
- **Run of Show document** (template is available: 08_Run of Show Template.xlsx)

Test of Time

- The SC20 Plenary Production team will contact these presenters with further instructions

Tutorials

- **Pre-recorded content:** Pre-recorded content is not required, but if utilized it should be submitted in mp4 file format. More information regarding technical specifications is available in document 02B.
- **Live content** is allowed but pre-recorded content is recommended to ensure quality; **organizers must inform** the SC20 Virtual Logistics team of **intent** to have live content by **September 10, 2020** (virtualSC20@info.supercomputing.org)
- **Run of Show document** (template is available: 08_Run of Show Template.xlsx)

Workshops

- **Pre-recorded content:** Pre-recorded content is not required, but if utilized it should be submitted in mp4 file format. More information regarding technical specifications is available in document 02B.
- **Live content** is allowed but pre-recorded content is recommended to ensure quality; **organizers must inform** the SC20 Virtual Logistics team of **intent** to have live content by **September 10, 2020** (virtualSC20@info.supercomputing.org)
- **Run of Show document** (template is available: 08_Run of Show Template.xlsx)