
ISVC FREQUENTLY ASKED QUESTIONS

1. When will the conference take place? Where is it located?
The ISVC 2021 will take place 29 March- 1 April 2021 via online Zoom platform.
2. How can I register? What are the registration rates?
Please visit the registration page for deadlines, rates, and other registration information.
3. I have submitted the abstract. How long will it take to get the feedback?
The scientific committee will review the abstract and the feedback will be given within a week.
4. My abstract is accepted. How to pay the registration fee?
You are given 14 days to pay the fee after the acceptance. The link for payment will be given in the notification email.
5. What do you mean by extended abstract is accepted for publication?
Accepted extended abstract for the conference will be automatically included in the ASM Journal Conference Proceeding with a single DOI.
6. I'm a presenter - is there a PowerPoint template I should be using?
All presenters should have received a link to a page with information for session presenters and presentation schedule, which includes a link to the PowerPoint template. **All session presentations will be pre-recorded**, with live Q&A at the end of the session.
7. What to prepare for the video presentation?
After the payment has been made, all presenters will submit video recordings in MP4 format, landscape orientation with slides/poster, presenter (head and upper body visible) or both recording within frame. For more info, please refer to Technical Guidelines and Setup Recommendation.
8. How to submit the pre-recorded video presentation?
All presenters will receive submission instructions in the abstract acceptance email.
9. Will the recorded presentation be available online?
All pre-recorded presentations will be uploaded and shared on ASM YouTube channel before the conference, except for those selected presentations for live pitch during the conference. Live pitch presentations will be shared on ASM YouTube after the conference.



YSN-ASM INTERNATIONAL SCIENTIFIC VIRTUAL CONFERENCE (ISVC) 2021

29 March - 1 April 2021

RESILIENCE IN THE
NEW NORMAL

10. Is there funding available to help with travel/registration costs?
The participants from the least developed countries (LDCs) will be able to request for assistance to waive the registration costs. Please refer to the list of LDCs that are eligible for the fund.
11. How can my organization become a conference sponsor?
To become a sponsor and for more information, please contact ysnisvc@gmail.com.
12. Will I receive a certificate of attendance?
E-certificate will be emailed to all presenters 2 weeks after the conference.
13. What is the cancellation policy for the conference? Is the fee refundable?
All cancellations must be sent in writing via e-mail to the conference registrar. However, paid registration fees are non-refundable.
14. My question is not listed here. Whom do I contact?
Please contact ysnisvc@gmail.com for assistance.



[youngscientistsnetworkmalaysia](https://www.instagram.com/youngscientistsnetworkmalaysia)



Young Scientists Network
Academy of Sciences Malaysia (YSN-ASM)



YOUNGSCIENTISTS
NETWORK
MALAYSIA

ysn-asm.org.my/web/ISVC2020
ysnisvc@gmail.com



AKADEMI SAINS MALAYSIA

ISVC TERMS & PARTICIPANTS' CONSENT

Please refer to the announcement posters for the latest updates or more information about the ISVC2021 conference (<https://ysn-asm.org.my/web/isvc2021/>). Any incomplete registration or insufficient fee payment, including inaccurate information, will not be processed. If there are technical difficulties, please raise your concern to ysnisvc@gmail.com.

The terms and conditions below apply to all online events organised by Young Scientists Network, Academy of Science Malaysia (YSN-ASM). Every participant is required to read them carefully and agree to these terms.

1. Please ensure that all information provided is accurate, in particular your name which will be stated on the e-certificate and the email address through which you will receive confirmation email from Academy of Science (ASM) to join the virtual conference. NOTE: You will not receive the confirmation email if you provide an invalid email address.
2. Registration and participation of the online event are only confirmed when:
 - a. The Secretariat has received from you the completed (i) registration with consent, and (ii) payment proof.
 - b. A confirmation email from the Secretariat will be sent to you. Make sure the email address which you provide is valid and accurate. Please check your spam folder if needed.
3. You must check the details on the abstract acceptance email when you receive it. If there is an error, please contact the Secretariat at ysnisvc@gmail.com.
4. The Secretariat reserves the right to make adjustments to the fee or amend any of the information contained in the online event description. The Secretariat also reserves the right to cancel the event if necessary. A full refund will be provided should the event be cancelled. However, if the registered participant could not join the event, no refund will be allowed.
5. All amounts should be paid through an online bank transfer to the ASM account stated on abstract acceptance email. Any currency conversion costs or other charges incurred in making a payment shall be borne by the participant, and shall not be deductible from the amount due to the Secretariat.
6. Payment to the online event is non-transferable, unless approved by the Secretariat.
7. The receipt of the online event is personal to you. You must not share your rights to access or provide its details to any other person. Each registration and payment apply to only one participant.
8. You also agree that the Secretariat will host the online event via Zoom as the platform. To ensure the event would run smoothly, a specific link to enter the Zoom meeting in the confirmation email will be sent to you by the Secretariat. Participants who fail to abide by the terms and conditions, fail to identify him or herself or disrupt the event will be removed.



9. If you are presenting, you agree that the Secretariat will share your presentation recording via ASM YouTube channel. You should only upload videos that you have originally made and content that you are authorized to use. Your recording will be accessible on ASM YouTube channel perpetually until requested to be removed by yourself or ASM. By submitting your recording, you declare that your recording does not infringe any copyrighted material and has received written authorization to use such material. All citations and content contributors are required to be acknowledged and submitted as a text file, hence, to be added as video description by the Secretariat.
10. You acknowledge that the Secretariat operates a zero-tolerance policy concerning the inappropriate behaviour of participants. In particular, abusive or violent behaviour directed at the Secretariat team or other participants will not be tolerated under any circumstances. The acts of sharing or transferring (without approval from the Secretariat) the rights to access the online event, secretly recording, live streaming and uploading the event on the Internet are prohibited. The Secretariat may, in its reasonable discretion and without liability or an obligation to refund, remove the participant who is in breach of consent or trust and ban his or her participation in the future.
11. The Secretariat is not responsible for any technical issues during the event, such as the installation and operating of Zoom, internet connectivity and hardware system. All digital platforms are bound to be exposed to a security threat. You are obliged to exercise your discretion at all times when using the platform and not accept and access anything about the online event, which is not from the Secretariat.
12. You accept and acknowledge that the Secretariat cannot be held responsible for any delay or disruptions to your access to the online event as a result of such suspension or any of the following:
 - a. The operation of the Internet and the world wide web, including but not limited to viruses;
 - b. Any firewall restrictions that have been placed on your network or the computer you are using to access the online event;
 - c. Failures of telecommunications links and equipment; or
 - d. Updated browser issues.
13. In the unlikely event that Zoom is not available at the time of the online event, change of platform or other solutions will be communicated promptly through email.
14. The Secretariat is not responsible for any data that you lose either (a) as a result of accessing the online event or the materials or (b) during the completion of the online event. It is your responsibility to ensure that you regularly save and back up (a) all data which you hold on the computer from which you are accessing the online event and the materials; and (b) all data that you are inputting when completing the online event.
15. The Secretariat may update or amend the terms and conditions from time to time to comply with law or to meet its changing operation requirements or to correct any errors without notice to you.

By participating in this event, you agree with all the terms stated above. Your participation will be regarded as your consent, understanding and full acceptance of terms stated above.

ISVC TECHNICAL GUIDELINES AND SETUP RECOMMENDATIONS

All pre-recorded presentations will be uploaded and shared on ASM YouTube channel before the conference, except for those selected presentations for live pitch during the conference. Live pitch presentations will be shared on ASM YouTube after the conference. Judges will be anonymous and be reviewing the presentation before the conference. The judges' scoring is final.

Presenters may feel free to share their uploaded recordings from ASM YouTube channel to create awareness. Engagements such as Likes and Shares garnered will not contribute to the judges' scoring.

Recording

1. Please record inside a quiet room to avoid background noise being picked up through your microphone.
2. You may record your presentation while standing up by placing your poster on a wall right beside you. Otherwise, you may present a recorded PowerPoint presentation with your video and voice overlay.
3. Ensure you and your poster fall into the frame. Ensure your presentation can be easily read, otherwise you may include wording overlay on important points.
4. The Secretariat reserves the right to request new video submission if initial submission does not meet format requirement and/or violates conference rules.
5. It is the responsibility of the presenter to ensure video submission is final and ready to be presented as it is. No post production editing and added effects will be performed by the Secretariat.

Lighting

1. Extremes of light or dark make recording difficult, so avoid a location with very bright direct sunlight or a very dark area.
2. Side or front lighting is the best - if you are sitting on a clock looking towards 12 then the light should be between 10 and 2 for a neutral, well-lit look.
3. Soft natural window light is ideal. If this is not possible, place a warm lamp in front of you in the position described above.

Background

1. Please avoid messy or distracting backgrounds if possible. Aim for a simple clean background. A clear portion of wall is ideal.
2. Avoid having bright windows or lamps in the background – lighting should come from in front of you.



Set-up

1. Every participant is asked to record themselves on their **laptop**, their phone or any other devices that provide a higher quality recording.
2. Please record yourself in a landscape position, not portrait position.
3. If you are using your laptop webcam or phone camera, place your camera so that both you and the poster fall into the frame. **Alternatively, you can directly record your PowerPoint presentation with voice overlay.** Please ensure the wording on the poster or presentation is clearly readable and your voice is audible.

Eye-line

1. Cameras or any recording devices should be at eye-level – you should not be looking entirely into the camera, you should be looking straight ahead into the camera as well as to your poster. **JUST IMAGINE YOU RE PRESENTING PHYSICALLY AND YOUR CAMERA IS THE JUDGES.**
2. It is a good idea to practise the set-up.

Positioning

1. Only your head and upper body should be in the centre of the frame so that your gestures can be seen. No post production editing by the Secretariat will be performed.

Camera

1. Please use the best camera you have access to for recording your session. If you do not have a special setup at home, recording on your phone is perfectly fine!
2. If using your laptop / webcam, ensure that it:
 - a. is positioned nicely to record your face and upper body within frame
 - b. is presented with PowerPoint as your main screen or with a high resolution image as your virtual background. Zoom can be used for recording inside your local hard disk.
 - c. is having a built-in mic connected to capture video and audio at the same time
3. If using your phone, ensure that it:
 - a. is set up in a stable position and landscape
 - b. is fully charged
 - c. is in airplane mode with do not disturb switched on
 - d. has enough storage available to record 3-minute video
 - e. If you own a dedicated camera with mic:
 - i. Record at the highest quality - 1080p will be ideal
 - ii. Avoid high frame rates, aim for 24fps, 25fps or 30fps (higher is not necessary and impacts the amount of light required).

Microphone

1. If possible, please wear headphones with a built-in microphone as this avoids contaminating the audio. If you are not wearing headphones, please stay close to the phone camera/microphone for the best audio.
2. You may also talk louder in case you are not using any microphone.

