

How to Upload your Presentation

For the judges to view your science fair presentations, you will need to upload it as a video file to the internet and share the link to the video (URL) on zFairs. We will provide you with step-by-step instructions on different ways you may upload your work.

Guidelines:

The video must not exceed 10 minutes. If you go over 10 minutes your score will be negatively affected. Keep the video file under 3GB and share it as a URL to ZFAIR. There are two main ways to create your presentation. You should reference the guidelines found here: [Guidelines](#).

Content:

Making a PowerPoint Recording using the Desktop Application

Uploading your video to Google Drive

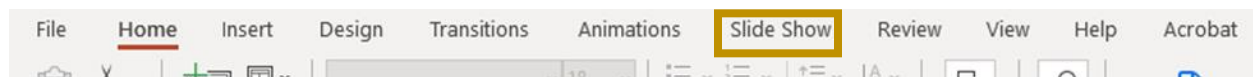
Uploading your video to YouTube

Once you have your link

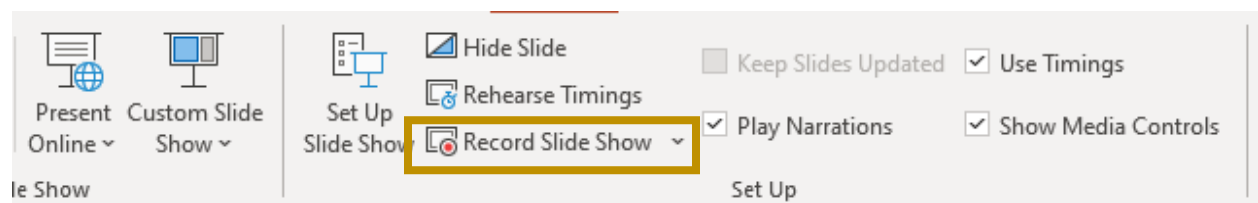
Making a PowerPoint Recording using the Desktop app:

For presentations made via Microsoft PowerPoint on the Desktop computer application, here is how to first record your voice once you have finished your slides.

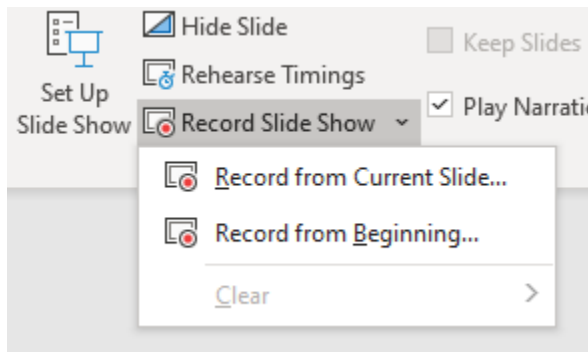
Click on the **SLIDESHOW** tab at the top of the screen.



Find **RECORD SLIDE SHOW**.



Click on the dropdown arrow. You can either start recording at a particular slide or from the beginning. Choose your option. Both will work.



Your entire screen will blow up to show your presentation with editing options. Like this:

This **red dot** is the **RECORD** button.

This is the **CLEAR SLIDES** button. This button clears the recordings for all the slides or just the one you are on. So read carefully.

ARROWS to move through the slides.

This is the **TIMER** that tells you how long your presentation is.

DRAWING TOOL to point out things as you talk on the slides.

MUTE button allows you to turn your mic. on/off.

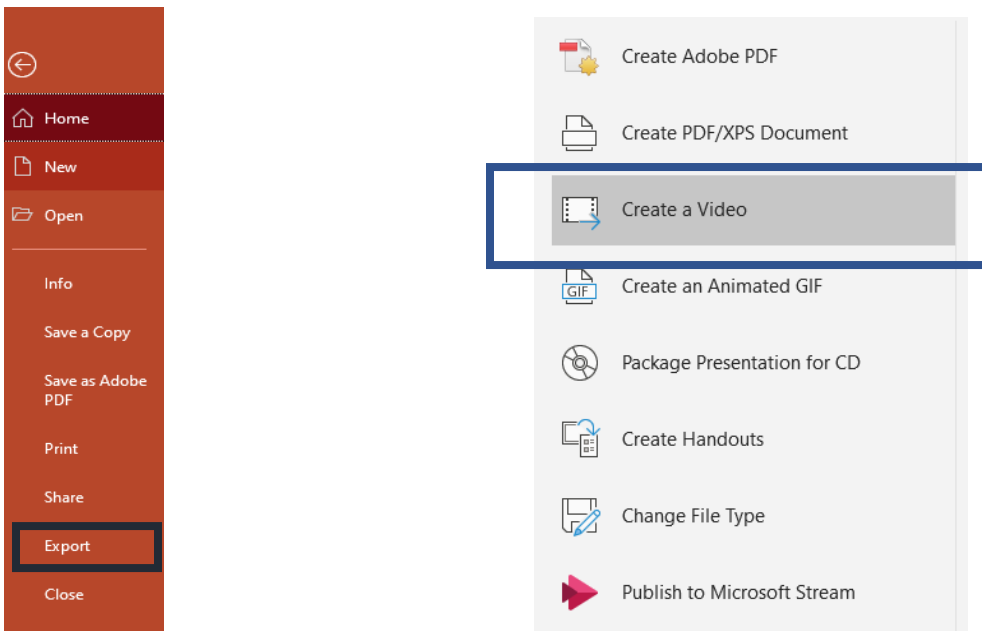
VIDEO button allows you to turn on/off your webcam.

This button allows you to show yourself in the corner of the screen as you talk during your recordings.

Record your presentation all at once or by taking breaks. You can always go back and re-record sections that you want to change using the indicated buttons. Once you are done make sure to **SAVE YOUR WORK. REMEMBER TO STAY BELOW 10 MINUTES AND NOT GO OVER 3GB.**

Now that you have recorded your slides you need to export your presentation.

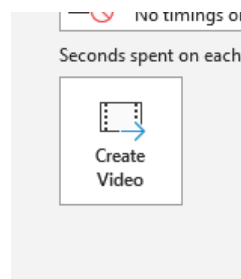
With the option explained above you will be allowed to “Create a video”. Click on FILE tab and find EXPORT. Then find CREATE VIDEO.



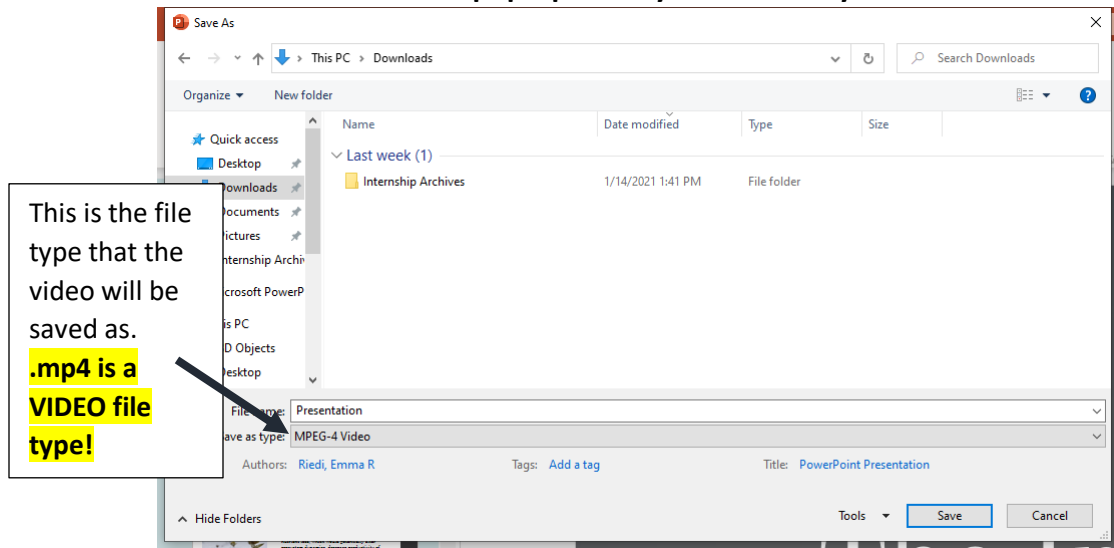
CREATE VIDEO will look like this:



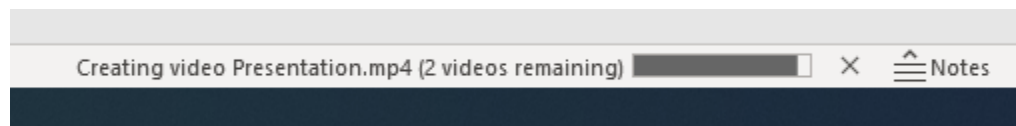
Click CREATE VIDEO.



A SAVE-AS window will pop-up. Save your video to your desired folder.



Once you click SAVE, it will bring you back to your presentation. At the bottom of the screen will be this icon:



This tells you that the video is saving. Once this icon disappears the video is saved and ready to be uploaded to the internet.

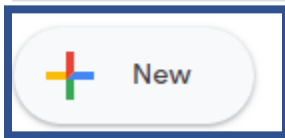
NOTE: Depending on how long your presentation is, the longer the saving process will take.

TO UPLOAD

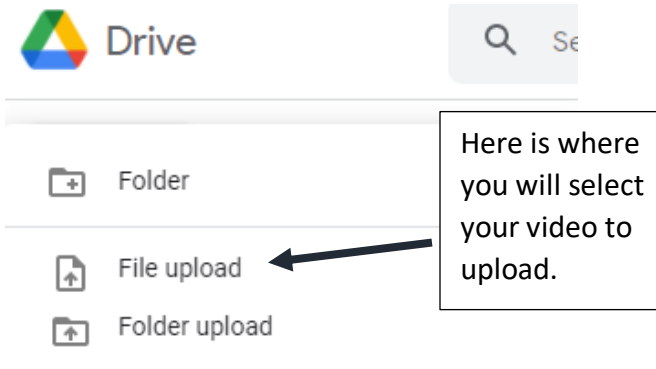
With the file saved as .mp4 you can upload this to YouTube, or Google Drive.

Google Drive:

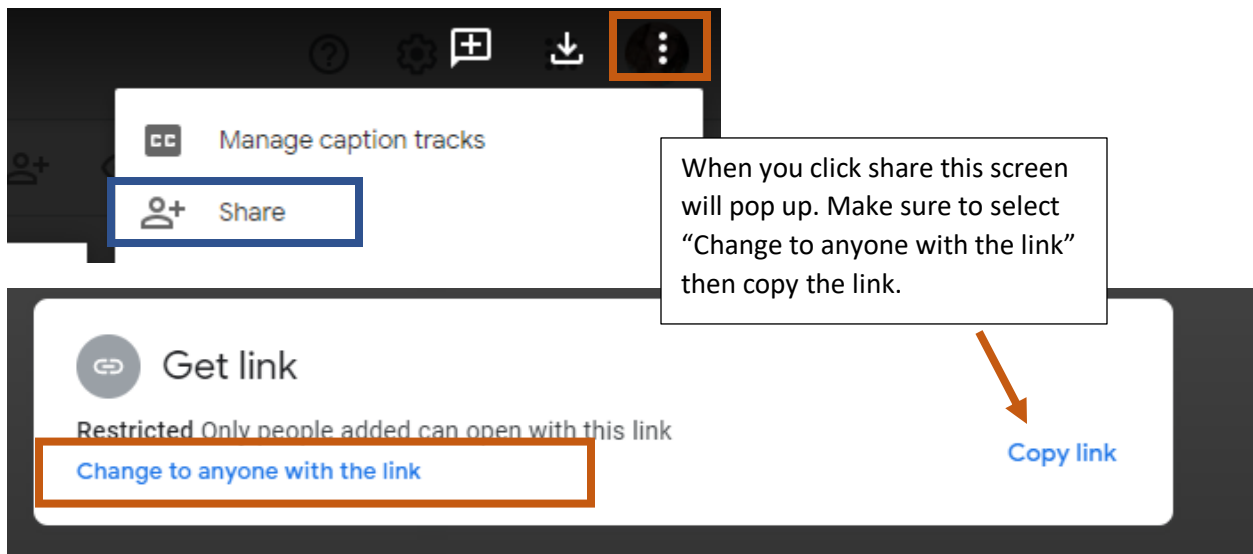
Open google drive and click new.



Now choose file upload.

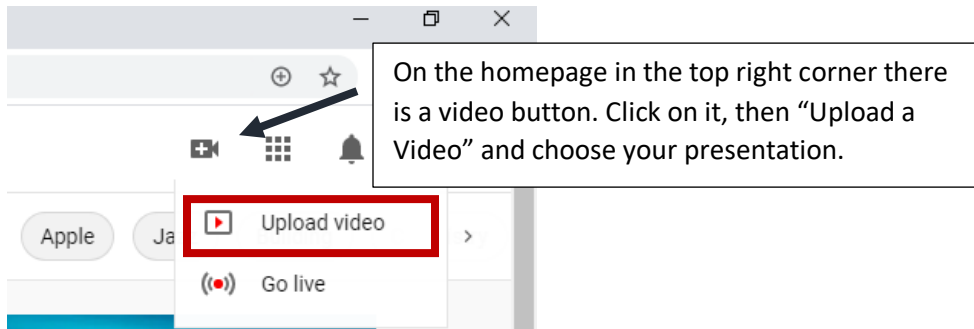


It might take a few minutes to upload into google drive. Once it is downloaded, click on your video then the three dots in the corner.

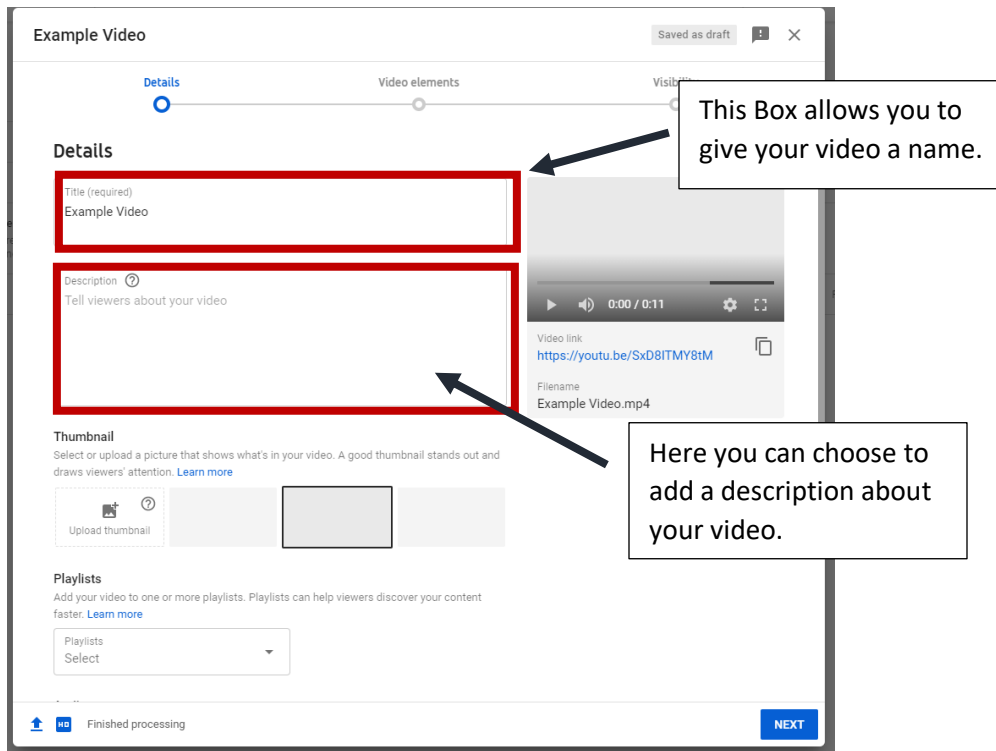


YouTube:

First you will need to open YouTube on a desktop browser, then sign in.



A screen saying upload will pop up. Once you have selected your video, then another window will pop up. **Wait till it fully uploads to continue.**



Scrolling down you will see this option.

Audience

Is this video made for kids? (required)

Regardless of your location, you're legally required to comply with the Children's Online Privacy Protection Act (COPPA) and/or other laws. You're required to tell us whether your videos are made for kids. [What's content made for kids?](#)



Features like personalized ads and notifications won't be available on videos made for kids. Videos that are set as made for kids by you are more likely to be recommended alongside other kids' videos. [Learn more](#)

☒ Yes, it's made for kids

☐ No, it's not made for kids

Due to new YouTube restrictions, you will need to check this box.

▼ Age restriction (advanced)

Click the Next button on the bottom right until you see this screen. Here you will need to make your video Public, or Unlisted in order for the judges to see your video.

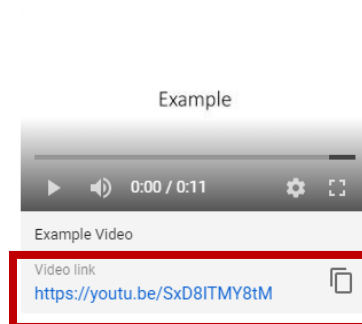
☒ **Save or publish**
Make your video public, unlisted, or private

☐ Private
Only you and people you choose can watch your video

☐ **Unlisted**
Anyone with the video link can watch your video

☐ Public
Everyone can watch your video

☐ Set as instant Premiere ?



This is the link to your video that you can paste into ZFAIRS.

Continue clicking next until you see a finish button in the bottom right corner. After you click finish, your video will be fully uploaded to YouTube.

Once you have your link

Once you have registered with zFairs, you may modify your profile on zFairs by clicking on your name and then MyProfile in the upper righthand corner.

You will see a box named Entry Video URL.

Paste your link into zFairs in the box marked Entry Video URL.

Make sure to SAVE your changes.

Edit Participant

Basic Info

Images

ISEF Wizard

Student's First Name	Test			Project Id:	HS-ANIM-006		
Student's Last Name	Student2			Project Title:	Title		
Parent/Guardian's First Name	First Name			<input type="checkbox"/> Team Project			
Parent/Guardian's Last Name	Last Name			Category:	Animal Sciences		
Address	Address			Description:	Description		
Address 2	Address			Entry Video URL	Entry Video Url		
City State, Zip	City	Minnesota	Zip Code	Project Abstract:	Abstract		
Phone	Phone number			Project Key:	b8854581-3d7d-4b8b-9069-b7d92db5de26		
Cell Phone	Cell phone			<input checked="" type="checkbox"/> Consider this project for ISEF			
E-Mail	Email address			Project Leader:	Test Student2		
Confirm E-Mail	Email Address			1 Team Members:			
Parent/Guardian's E-Mail	What is your parent's email?			Test Student2			
Confirm E-Mail	Parent's Email Address						
Gender							
Ethnicity							