



On-Demand Presenter Guidelines

Presentation Fee

The first author must pay the fee by **Friday, April 12, 2024**. Failure to pay will result in the withdrawal of your abstract. For assistance with your invoice, please email arvo@arvo.org.

Presentation Format

On **Monday, April 15, 2024**, you will receive an email invitation from ativsoftware.com to upload your presentation. Please add alerts@ativsoftware.com to your email list to be sure your message doesn't go to spam. The deadline to upload will be **Friday, May 3, 2024**. Failure to upload by the deadline will result in withdrawing your abstract.

Any abstracts withdrawn by the first author or from failure to follow deadlines will not be published in ARVO's IOVS Journal.

The first author may choose the format of their presentation. Videos or narrations should be kept under 15 minutes.

PDF Files

PDF is an ubiquitous file format that is displayed on various devices and is supported by most applications. You can easily save your content from most applications in PDF format. Before uploading a PDF, always compress your file to minimize file size. [Compress your PDF here.](#)

PDF Files + Audio

You may have been asked to upload a virtual poster or presentation of slides with an audio recording. In this case, you can upload a PDF of your poster or a PDF of your slide presentation. After uploading, you will see a red recording button to record audio to the PDF. If your PDF has multiple pages, press the next button while recording your narration. Before uploading a PDF, always compress your file to minimize file size. [Compress your PDF here.](#)

Video Files

You can record your screen, voice, and webcam in various ways. Review this [knowledge base article](#) for different tools to record your screen. The file format you can upload is .mp4. Modern screen recording tools support this format. Depending on how you record, the file size may be too large to upload, and you may need to compress or optimize your file to meet the upload requirements.

Links

To submit a link URL, open the destination page in your browser and copy the entire URL; ensure that the URL displays the <https://> after you paste it into the URL field.

Simulive Video Files

Videos specific to Simulive. You can record your screen, voice, and webcam in various ways. Review this [knowledge base article](#) for different tools to record your screen. The file format you can upload is .mp4. Modern screen recording tools support this format. Depending on how you record, the file size may be too large to upload, and you may need to compress or optimize your file to meet the upload requirements; you may also have to keep the length of your video within a specific time duration.

Presentation Content

- Disclose commercial relationships. View the [ARVO Commercial Relationships Policy](#) for complete reporting requirements.
- Present the same work described in the abstract, with the same title and content, and reveal the essential structures (DNA sequences, molecules, etc.), the elements of a novel compound, and/or sufficient identification of new gene compounds as part of the presentation.
- Design an independent, objective, scientifically rigorous, balanced, and commercial bias-free presentation.
- Assure that scientific studies utilized or referenced in your presentation are evidence-based sources acceptable to the scientific and medical community.
- Give a balanced view of therapeutic options. The use of generic names will contribute to this impartiality. If the presentation includes trade names, trade names from several companies should be used, where available, not just trade names from a single company.
- Do not use corporate logos, registered trademarks, trade names, or product-group messages of ineligible companies. *Ineligible companies* are those whose primary business is producing, marketing, selling, re-selling, or distributing healthcare products used by or on patients.
- The use of the ARVO logo on your presentation slides is prohibited.

Important Dates

April 12 – Deadline to pay presentation fee.

April 15 – Invitation to upload presentation will be sent via email.

May 3 – Deadline to upload the presentation.

May 4 – Abstracts with no presentation are withdrawn from the program.

May 5 – Presentations made live on ARVO 2024 Online Planner and Mobile App (presentations will be available to all registrants and all on-demand presenters).

Questions and Support

For general questions about the ARVO Annual Meeting program, your presentation, etc., contact ARVO by email at arvoabstracts@arvo.org or by phone at +1-240-221-2900.

If you need additional assistance with the presentation format, please review the [knowledge base](#) or submit a ticket by emailing support@ativsoftware.com. Please mention the ARVO 2024 conference and your browser setup in the email. Before submitting a ticket, double-check that you are using the latest version of the Chrome browser and update if necessary.