

### BMAGiC 2022: BUSINESS, MANAGEMENT & GOVERNANCE INTERNATIONAL CONFERENCE

23<sup>TH</sup> & 24<sup>TH</sup> NOVEMBER 2022

# GUIDELINES TO KEYNOTE SPEAKER, INVITED SPEAKERS & PAPER PRESENTERS FOR BMAGiC2022



























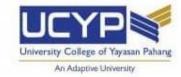






University College of Yayasan Pahang

An Adaptive University



#### BMAGiC2022

Speaker	Presentation	Q&A
Keynote Address	30 minutes	10 minutes
Invited Speakers	20 minutes	10 minutes
Paper Presenters	10 minutes	5 minutes

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#### PHASE I:BEFORE ONLINE PRESENTATION

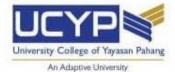
- 1. Identify the device to be used for online (laptop / desktop / mobile phone, etc.)
- 2. Install ZOOM apps on the device
- 3. Ensure good internet connection
- 4. Test BMAGiC virtual background on screen
- 5. If you are using the green screen, please do not wear green attire on the day of the conference







#### Virtual Background

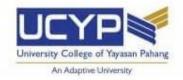












#### PHASE I: BEFORE ONLINE PRESENTATION

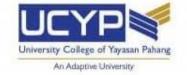
- 6. If you are using video as a part of your presentation, do inform our secretariat earlier
- 7. Do test that your web camera is working
- 8. Managing own slides? Do inform the secretariat should you require any assistance to share screen.











#### PHASE I:BEFORE ONLINE PRESENTATION

REFER conference.ucyp.edu.my
FOR CONFERENCE **ZOOM LINK** 









Speaker	Presentation	Q&A
Keynote Address	30 mins.	10 mins.
Invited Speaker s	20 mins.	10 mins.
Paper Presenter s	10 mins.	5 mins.

- 1. You may want to use headphone or earphone for better audio
- 2. Please mute microphone button when not using
- 3. You are encouraged to turn on your video button throughout the conference
- 4. Be alert with messages (privately sent to you) in chat box
- 5. When encounter problem in terms of internet coverage, do inform our secretariat immediately (You may also leave the ZOOM and try to access it again)
- 6. Our technician will screenshot photos during your presentation (for documentation purpose)









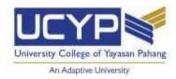
#### PHASE III: DONE ONLINE PRESENTATION

- 1. For keynote speaker and invited speakers, you may stay online and join the rest of presentation or, you may leave ZOOM
- 2. For paper presenters, you are encouraged to stay online and join the rest of the presentations
- 3. Thank you for your presentation.









#### **SEEYOU AGAIN**

#### IN UCYP MALAYSIA **COMING INTERNATIONAL CONFERENCE**







