



GUIDE FOR SUBMISSION OF PRESENTATION MATERIALS FOR THE VIRTUAL ACE TEAM COMPETITION 2021

Guide for submitting presentation materials and recorded videos (in addition to the general instructions provided in Annex D):

1. Presentation slides to be in **MS PowerPoint (20 MB Max)**. The maximum file size for PowerPoint file is 20 MB for ease of delivery via e-mail. Use the lowest possible resolution for photos and graphics and for background use plain slides to help you keep the presentation within the 20 MB size limit.
2. **10 minutes talk time** - The team decides on number of slides to fit their maximum 10 minutes talk time. Teams are requested to make full use of the 10 minutes to share their project.
3. For PowerPoint slides submitted to Organisers, every slide include speaker notes at the bottom area of the PowerPoint briefly to facilitate understanding by the assessors and their pre-presentation reading as desk top preparation.
4. Teams can include criteria item number on the PowerPoint slides. This can help the Assessors focus on your content vis a vis the criteria.
5. In addition to the PowerPoint presentation slides, recorded video of presentation to be sent via "WETRANSFER" to email gpea@apqo.global
6. Requirements for presentation video: **maximum 10 minutes, with HD quality 720p, widescreen dimension 16:9, size maximum 250 MB, audio quality 128kbps with MP4 or WMV format.**

Deadline for submission of presentation materials & recorded video is **20 August 2021**.