



# HBES



Human Behavior  
& Evolution Society

## Individual Talk Instructions

We are all very excited about the talks at HBES! Although trying to keep everything similar to the last year, we are still trying to work out the logistics and **appreciate your patience**.

**When is my talk recording due?** All talk recordings are due by **June 13th**.

### When and where will be my talk?

The program committee will include a tentative schedule on conference websites soon. The talks will take place in one of the rooms in the [Ohyay](#) platform. Specific room assignments will be added to the program the week of the conference so you know where to navigate within the Ohyay platform.

### How should I record my talk?

In an effort to avoid program delays or technical difficulties, we are asking that all individual talk and symposium presenters pre-record their **15-minute talk** (or shorter), leaving 5 minutes for live Q&A.

You can **use Zoom** (or Google Meets if you have the rights to record) to record your talk. Your talk should include a title slide that contains the talk title and authors' names. When you record the talk, you will simply narrate your slide presentation while sharing your screen, then **save the mp4** (NOT .mov) file into your computer. Make sure your **mp4 file name is as follows**: "talk title.mp4"

Here is a tutorial about using Zoom to pre-record a talk: <https://support.zoom.us/hc/en-us/articles/201362473>

### How do I submit my talk?

Send your talk recording (.mp4 only, please) as an attachment **via email** to the **OSF meeting repository**. From your email you will send the email to [HBES2022-talk@osf.io](mailto:HBES2022-talk@osf.io), and the format of the email must be as follows:

**Subject**

Talk title (the same as your .mp4 file name)

**Message body**

Presentation abstract

**Attachment**

Your presentation file (.mp4 file with your recording)

For support & trouble-shooting, please go to <https://help.osf.io/hc/en-us/articles/360019930473-Submit-to-a-Meeting>

For technical questions, we ask that you submit them to OSF: <https://help.osf.io/hc/en-us>

In case you still have an issue, please write to us.

Leif, Norman, Jarka