

## CIES 2025 Instructions for Book Launches

For CIES 2025, book launches have been scheduled in the program for both onsite and virtual presentations, also, there will be Asynchronous virtual presentations. In addition to the onsite and virtual presentations the book launch authors/organizers will be able to ALSO upload a video to the Hub for greater visibility for your book if you choose to.

If you have or would like to prepare a video to share on the Conference Hub for attendees of the conference to watch, please follow the instructions below. Remember – for the onsite or virtual presentations, this is in ADDITION, not mandatory .

To prepare and upload your book launch video, please follow the instructions below:

1. Prepare your Book Launch presentation with a program of your choice. (Ex: PowerPoint, Prezi, Captivate, etc.)
2. OPTIONAL (but strongly recommended): Record a video explaining your book, maximum length: 15 minutes. - To upload the video to YouTube.
  - a. You will need a YouTube account – if you don't already have one, please create one. Upload your video to your own YouTube account. (If you need help, please see <https://support.google.com/youtube/answer/57407?hl=en> )
  - b. Please choose your video visibility to be 'Public' or 'Unlisted' based on your preference.
  - c. Copy the link to your video to send to us. There should be no expiration date on the shared link.
3. Send your YouTube video link to [conference@cies.us](mailto:conference@cies.us).
  - a. Please add "Book Launch:" and the title of your book in the "Subject" line of the email.
  - b. These can be sent anytime between now and March 17<sup>th</sup>, 2025.
  - c. Please note the deadline of March 17<sup>th</sup> (but please don't wait until the last minute!). We need time to upload them onto the conference hub to ensure submissions are available a few days prior to the start of the conference on March 22<sup>nd</sup>, 2025