

#### **EDITING TRANSPARENCIES**



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#### AN EXAMPLE

#### **LINAC2024 Program Highlights**

- Program
  - 50 invited presentations
  - 32 oral posters
  - 286 posters
- Industrial/exhibitor session
  - Exhibitor lightning round presentations

Goal: Process slides for publication as part of proceedings



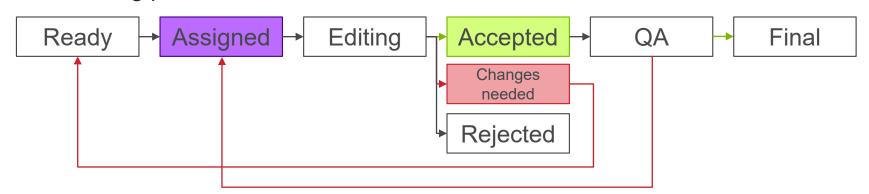






## PROCESSING WORKFLOW

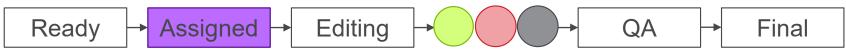
Slide editing process flowchart



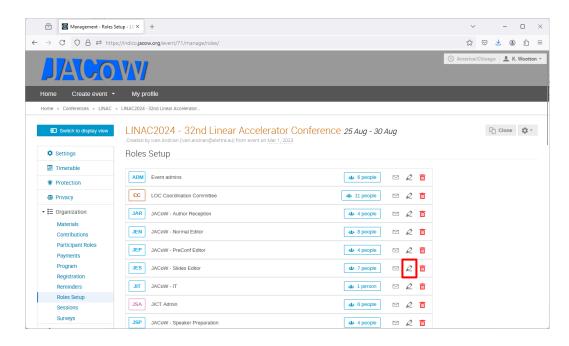
- Whole process, requirements somewhat opaque and unfamiliar to authors
  - Familiar green-dot, red-dot
  - 'Rejected' basically used when authors do not want their slides included in proceedings (quite rare), or they submit a poster as slides.



### PREPARING INDICO



- Before conference starts
- Conference roles
  - JES JACoW Slides
     Editor
  - JTA JICT Tools Access
  - SCS JACoW QA
  - WSP SpeakerPreparation (JICT)









#### PREPARING INDICO

Ready Assigned Editing QA Final

- Editing (Slides)
  File types
  - \* © Modified files for the proce...
    keynote, odp, pdf, ppt, pptx, tex, zip

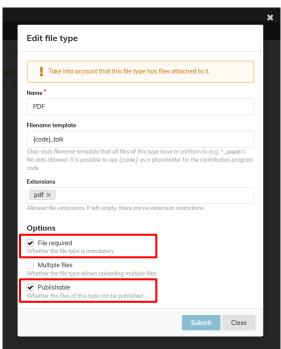






- Before conference starts
- What can authors submit?
  - Modified files for the proceedings
  - PDF
  - Source file
- Initially
  - \*.pdf mandatory, publishable
  - \*.pptx optional

Doing this again, I would make source file and PDF mandatory





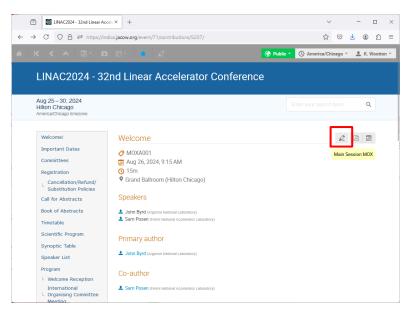




# **READY?**

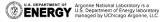
Ready Assigned Editing QA Final

- Ideally at this point you would wait and receive all the files needed
- But these are slides...
  - (Some) authors
     show up to speaker
     ready room with
     files on thumb
     drive, for instance
  - Process to get slides into Indico.



 Go to the contribution, edit



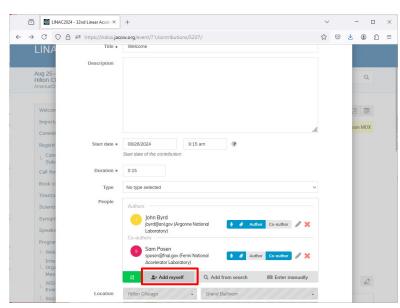




#### **READY?**

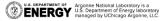
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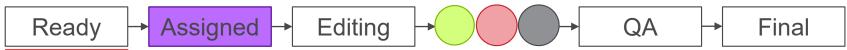
- Add yourself as author, save.
- Upload initial set of files as an author.
- Remove self as an author.
- Start editing in editor role.







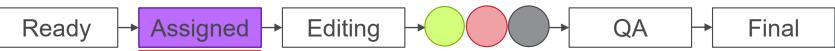
# **EDITING COMPUTER READY**



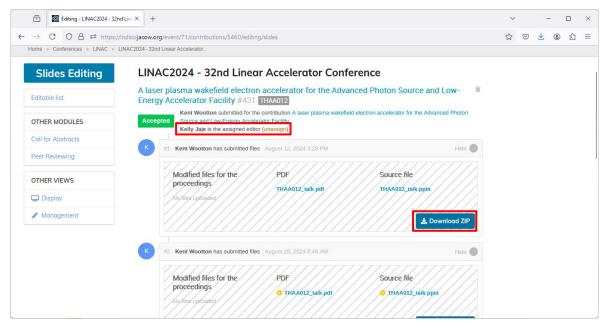
- IPAC Instructions
  - https://ipac-docs.jacow.org/PaperEditing/Slides/2 Prerequisites/
- e.g. Windows 11 PC used for paper editing
  - Microsoft Powerpoint
  - Adobe Acrobat Pro
- Video/Animation editing
  - PPSplit (splitting animations)
  - Handbrake is a video transcoder to convert video files (e.g. .avi to .mp4).
  - Virtual Dub is another option to convert video files.
  - Convertio file converter (online, web browser). Converts animated GIFs directly to mp4.



### **ASSIGNING EDITOR**



- Same process as papers
- Toggle yourself to editor
- Once you are editor, download most-recent associated files (\*.zip)

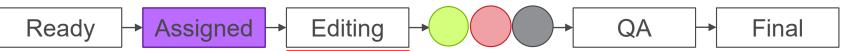








# **EDITING**



Item	Frequency?
Check whether author submitted modified file for the proceedings	Rare
Check for font embedding	Often
Check for overlapping/misplaced content	Rare
Embed videos/animations	Rare
Remove any included backup slides	Often



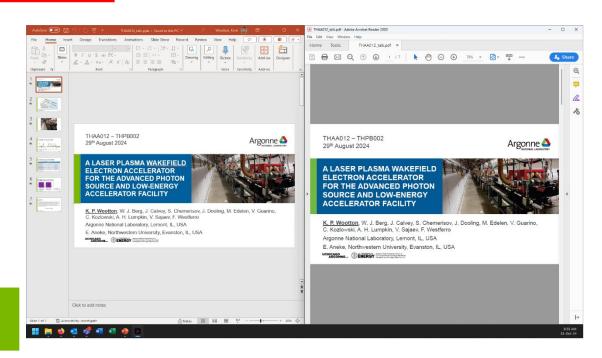


## MODIFIED FILE FOR THE PROCEEDINGS

Ready Assigned Editing QA Final

- Intended to remove embargoed material (e.g. some journals)
- Lots of author confusion
  - Rare for authors to submit anything here
  - When submitted, often duplicate of source file
- Compare side-by-side

Doing this again, I would give authors clear instructions

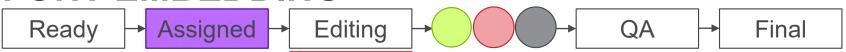


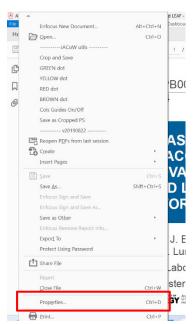




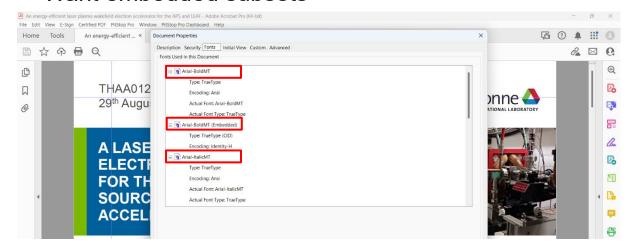


#### **FONT EMBEDDING**





- Are the fonts embedded?
- File > Properties > Fonts (Ctrl-D)
- Want embedded subsets





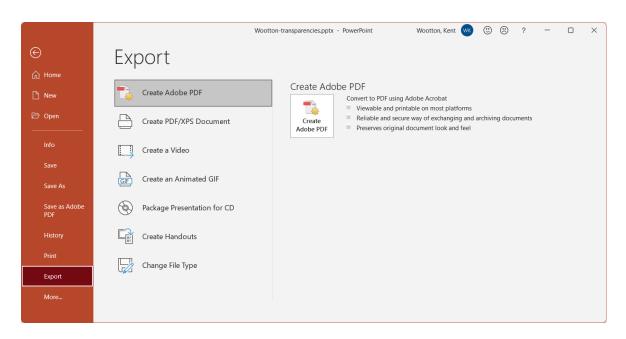




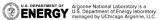
#### IF FONTS NOT EMBEDDED?

Ready Assigned Editing QA Final

- My preference: if author submitted source \*.pptx file, print new \*.pdf from that
  - Export > CreateAdobe PDF

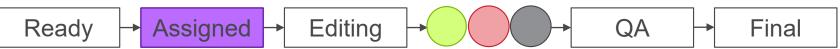




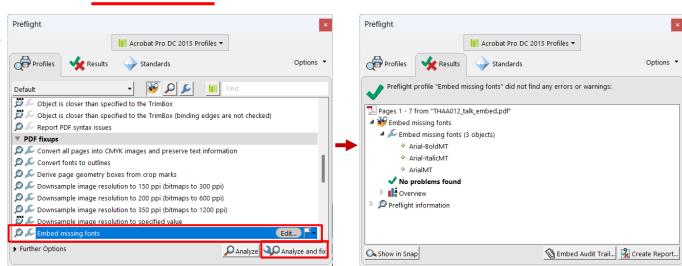




#### IF FONTS NOT EMBEDDED?



- Some authors only submit \*.pdf (e.g. LaTeX or Keynote)
- In Adobe, call up Preflight (Shift-Ctrl-X)
- Select embed missing fonts, then 'Analyze and fix'



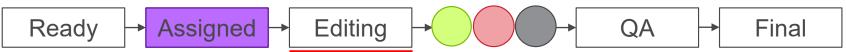
Michaela Marx, "How to edit transparencies - a saga coloured by GIFs and movies", JACoW Team Meeting 2023, 29 Nov 2023.







#### OVERLAPPING OR MISPLACED CONTENT



- My preference: if author submitted source \*.pptx file, edit there
- Produce duplicates of the slide and create a series of slides which build up to the final version. All animations will be lost in PDF.





#### **OVERLAPPING OR MISPL**



- My preference: if author submitted source
- Produce duplicates of the slide and create final version, remember all Animations w







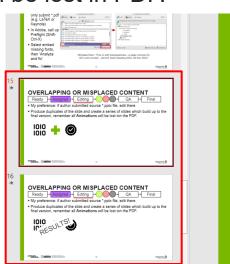


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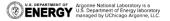
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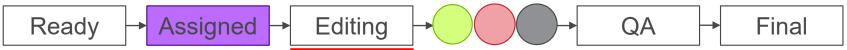




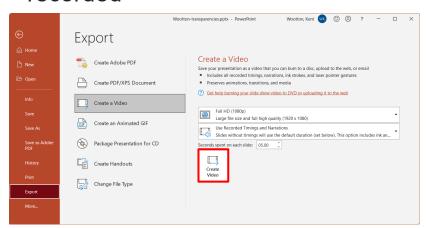




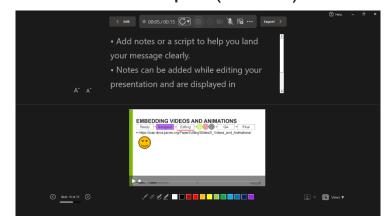
# **EMBEDDING VIDEOS AND ANIMATIONS**



- https://ipac-docs.jacow.org/PaperEditing/Slides/5\_Videos\_and\_Animations/
- Copy slide deck to new \*.pptx file
- Keep only slide with animation to be recorded



- Record slide of animations, export video (PP)
- Insert video into \*.pdf (Adobe)

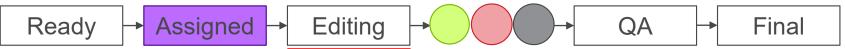




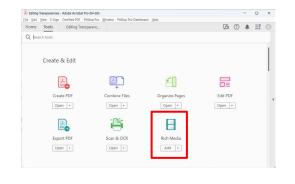




## **EMBEDDING VIDEOS AND ANIMATIONS**



- https://ipac-docs.jacow.org/PaperEditing/Slides/5 Videos and Animations/
- Complete all other editing steps first
- Export the \*.pptx to \*.pdf
- Add video, position it within \*.pdf page





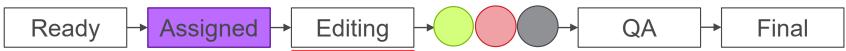




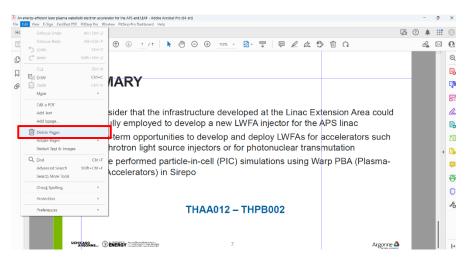




### REMOVE ANY INCLUDED BACKUP SLIDES



- The longer a talk is, the more likely it has backup slides
  - LINAC2024 5-minute talks typically had no backups
- Remove slides in source \*.pptx or \*.pdf





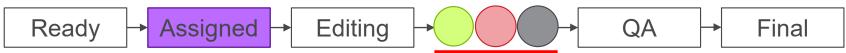
Easy to do in \*.pdf or \*.pptx



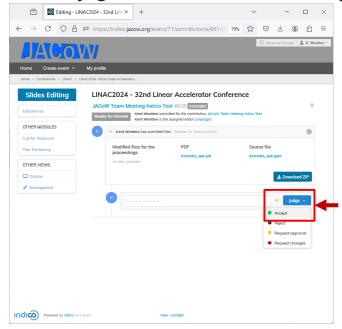




### **DOT ASSIGNMENT**

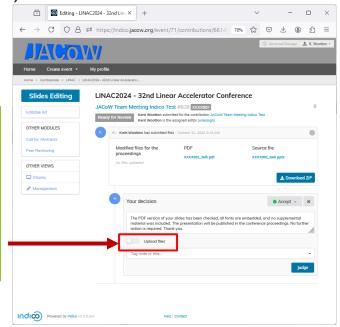


Use only green dot, red dot or reject (no yellow dot)



If you need to upload edited files:

- Select dot,
- Then toggle upload pane









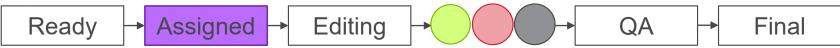
### **DOT ASSIGNMENT**



- Use only green dot, red dot or reject (no yellow dot)
- Example comments
  - The PDF version of your slides has been checked, all fonts are embedded, and the blank page at the end was removed. The presentation will be published in the conference proceedings. No further action is required. Thank you.
  - Not all fonts were included in PDF, so a new PDF had to be distilled from the submitted PDF with subsets of all fonts included.
  - JACoW style is to omit backup slides from proceedings, so backup slides were removed.
- Use tags as appropriate (categories better match papers than slides)



# QA



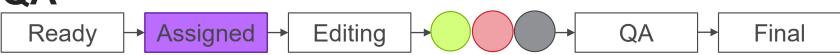
- Read editor's green-dot comments.
- Perform spot checks on editing items, checking:
  - Modified file for the proceedings
  - Font embedding (Ctrl-D)
  - Overlapping/misplaced content
  - Embedded videos/animations
  - No backup slides remain
- Complete QA step in Indico
- Complete QA step in JICT (processing stats)



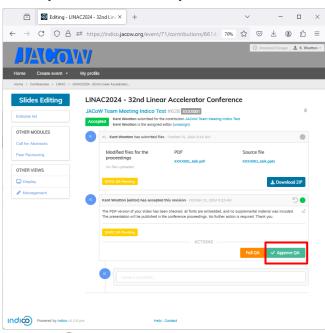




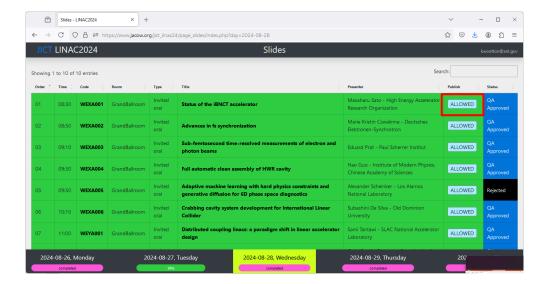
# QA



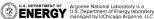
Complete QA step in Indico



 Complete QA step in JICT (2 clicks) (processing stats)

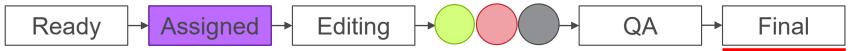




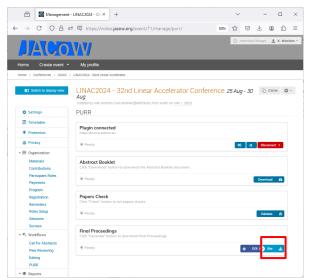


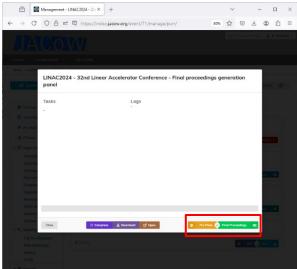


### **COMPILING THE PROCEEDINGS**



- You've done it!
- Generate Pre-Press Proceedings with PURR





PrePress (papers only) 'Final' (papers and slides)

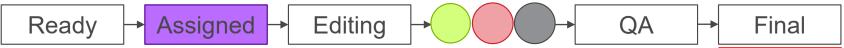
You can press 'Final' button multiple times. Editing our first proceedings, we were scared.





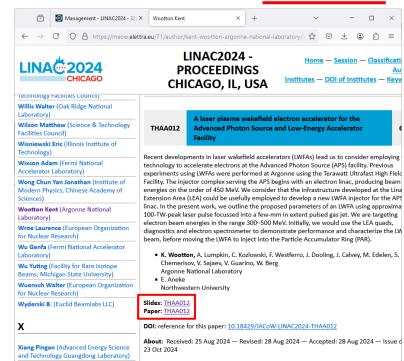


### **COMPILING THE PROCEEDINGS**

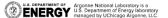


- You've done it!
- Generate Pre-Press Proceedings with PURR
- 'Final Proceedings' shown at right (slides and paper)

You can press 'Final' button multiple times. Editing our first proceedings, we were scared it was 'final'.









#### **SUMMARY**

- Slides editing went pretty smoothly for LINAC2024
- Most common step of editing slides was embedding fonts
- Common step of removing backup slides
  - Occurs most often for long (invited) presentations
- Personally, I question the value of including animations and videos in the published proceedings
  - Process is quite technical
  - Unclear to me that the proceedings are significantly improved



