



# IBA Annual Conference Scholarship

## DIRECTIONS FOR APPLICATION SUBMISSION – Ted Talk Presentation

**Step One:** Read the [Terms and Conditions of Scholarship Participation](#). If you understand, agree to and meet the eligibility criteria, continue on to the next step:

**Step Two:** Complete the online scholarship application form. English language is a requirement and all questions on the form must be answered. Any missing information or details may render your submission invalid. Applications must be completed in English before the deadline of midnight British Summer Time (BST) on **Wednesday 14 June 2023**.

**Step Three:** Your ted talk style presentation must be uploaded when completing the online application form. Your presentation file must be a PDF document and must be named using the following format: Family name\_First name\_Name of IBA Scholarship. You should build your presentation using PowerPoint and include your video in it before converting to PDF.

The presentation must be based on the following topic:

***How do we ensure equal access to justice in a changing legal landscape***

It also needs to be submitted in the following format:

- Your Ted Talk presentation talk should be no more than 10 minutes in length
- It must be accompanied by an abstract of no more than 250 words. This does not include footnotes or the bibliography.
- Overreliance on text heavy slides is discouraged

The first page/slide of the presentation must contain the following information:

- Name of the IBA Scholarship for which you are applying

You must complete the online application form and upload your presentation before the deadline of midnight British Summer Time (BST) on **Wednesday 14 June 2023**.

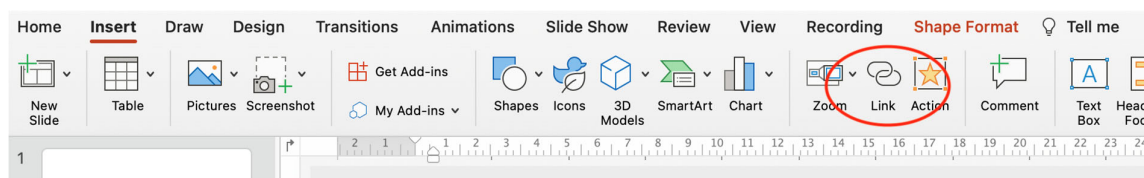
## IBA Access to Justice and Legal Aid Committee Ted Talk-Style Video Submission Tutorial

If you opt to submit a Ted Talk-style presentation, please embed the video into a slide of your supporting presentation, convert it to a PDF format, and submit per the following instructions.

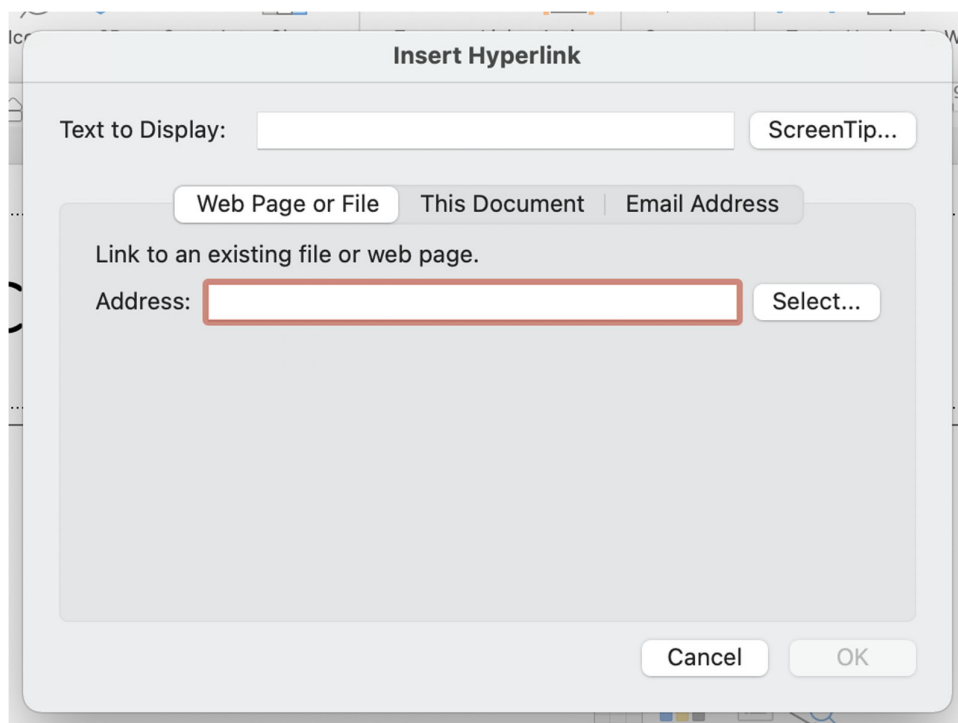
**Important:** If you opt to submit a Ted Talk-style presentation without the use of PowerPoint slides, please embed your video into a one-slide, blank PowerPoint and convert to PDF, according to the following instructions.

To embed a video into a PowerPoint presentation:

1. Upload the video to YouTube as an unlisted video;
2. Create a PowerPoint presentation;
3. Select the slide in the PowerPoint presentation that you would like to link to the video;
4. On the **Insert** tab, click on **Link**;



5. On the Insert Hyperlink box, fill out the “Text to display” box with the title that you want the video to appear under, and fill out the “Address” box with the video link;



6. Export the PowerPoint to a PDF format, and confirm that the link works in the PDF document;
7. Upload the PDF document to the SurveyMonkey platform.