

Instructions to Authors – Oral Presentation

Presentation Time: 15 minutes + 5 minutes Q & A

1. Presentation Duration

- Allocated Time: 15 minutes presentation + 5 minutes Q & A.
- Please ensure you strictly adhere to the time limit. Chairs will give a reminder when 2 minutes remain.

2. Slide Preparation

- Prepare slides in PowerPoint (.pptx) or PDF format.
- Use a 16:9 widescreen layout for best projection.
- Recommended: Clear fonts (Arial, Calibri, Times New Roman) with font size 24 pt.
- Keep text minimal – focus on visuals, diagrams, and key findings.

3. File Submission

- Bring a backup copy on a USB drive (for physical mode).

4. Presentation Delivery

- Start with a title slide (title, author(s), affiliation).
- Suggested slide structure: Background & Motivation; Objectives / Research Questions; Methods / Approach; Key Results & Findings; Discussion / Implications; Conclusion & Future Work.
- Stay within your allocated time to allow discussion.

5. Q&A Session

- Each talk will be followed by 5 minutes of Q & A.
- Please be prepared to answer questions clearly and concisely.

6. Technical Setup

- A laptop, projector, and laser pointer will be provided.
- If you need audio/video playback, inform the TPC in advance.

7. Professionalism

- Speak clearly and at a pace suitable for an international audience.
- Avoid overcrowded slides; highlight key messages.
- Acknowledge funding sources, collaborators, and ethical compliance if applicable.