Presentation Guidelines

Technical recommendations for Oral Presentations

- Presenters shall allocate 20 minutes per presentation - including time for questions - and are asked to follow their allocated presentation time including time for questions and discussions.
- Please bring your presentation in ppt (Microsoft Office 2010) or Pdf format on a USB stick or CD and upload it onto the laptop in the room before the start of the session.
- Slides shall be prepared in16:9 format
- ESPC2019 LOGO can be downloaded and it shall appear in the slides together with Company/University logo.
- Presenters can also upload the presentation on their personal call for paper INDICO page
- Presenters are kindly requested to arrive in the meeting room at least 10 minutes prior to the start of the session
- The presentations should contain clear information with appropriate font size that is legible from the back of the conference room.
- Hand-outs of your presentation will not be provided.
- A PC will be available for the presentations. For performing the presentation, MS-Powerpoint or Adobe PDF Reader under Windows 7 will be used.

Technical recommendations for Poster Presentations

- Presenters at the poster sessions shall bring their own printed posters. It is not possible to print a poster on site.
- Authors are strongly encouraged to produce a proper poster rather than using multiple sheets of A4 paper.
- The maximum poster size could be A0 portrait (84,1 x 118,9 cm). Also the smaller A1 size will be suitable.
- Poster numbers (according to the conference program) will be disposed on the wall panels.
- Presenters shall be available at the poster session near their poster for the duration of the session in order to answer to the conference participants questions