



**EAGE**

EUROPEAN  
ASSOCIATION OF  
GEOSCIENTISTS &  
ENGINEERS



# Second EAGE/AMGP/AMGE Latin-American Seminar in Unconventional Resources

14-15 NOVEMBER 2019 • MEXICO CITY, MEXICO

[WWW.EAGE.ORG](http://WWW.EAGE.ORG)



**EAGE**

# **Second EAGE Workshop on Deepwater Exploration in Mexico: Knowledge transfer and collaboration from shelf to deepwater**

---

**Date: 14-15 November 2019**

**Place: Mexico City, Mexico**

**Speaker Guidelines 2019**

# Second EAGE/AMGP/AMGE Latin-American Seminar in Unconventional Resources

---

## Event Title

Second EAGE/AMGP/AMGE Latin-American Seminar in Unconventional Resources

## Date & Location

14-15 November 2019

Sheraton Mexico City Santa Fe

For booking your room you must contact the hotel directly and reserve. EAGE is not responsible for room booking or availability. We suggest to reserve with anticipation to reassure your stay at the suggested hotel for the workshop.

## Overview

Wednesday 13 November	19:00-21:00	<b>Early Registration</b>
Thursday 14 November	06:00-8:00.	<b>Registration</b>
	08:00-17:30	<b>Technical Programme</b>
	18:00-20:00	<b>Icebreaker Reception</b>
Friday 15 November	08:00-17:10	<b>Technical Programme</b>

- 1. Confirm attendance** – if you cannot attend the workshop to present your work and do not notify EAGE by 18th October 2019, you will be considered a ‘no-show’ and this will disqualify you from presenting at all EAGE events for 3 years.
- 2. Extended Abstracts** – Should you wish to make revisions to your abstract please do so no later than 18th October 2019 . After this date we cannot accept further revisions as the abstracts are being prepared for the proceedings and uploaded to Earth Doc. If your abstract is not authorize to be uploaded, please send us a notification at [acs@eage.org](mailto:acs@eage.org) otherwise we will prepare them to publish.
- 3. Abstract Summary** – did you provide a summary when submitting your abstract? Please send us your summary at [acs@eage.org](mailto:acs@eage.org) **by latest 18<sup>th</sup> October.**
- 4. Provide a short biography** – your biography should be no more than 75 words and should include your current company and position, number of years experience, area of expertise and any notable awards/publications. **Please do not provide your full CV.** Deadline for submission 25th October 2019.

**5. Register for the Workshop** – as a speaker you are able to register at the early fee of your membership status up to 2 weeks before the workshop. We recommend that you register via the website.

<https://eage.eventsair.com/second-unconventional-resources/registration->  
if you are not able to do it, please send a mail to [acs@eage.org](mailto:acs@eage.org)



**6. Visa:** Please check with your nearest embassy/consulate for up to date information on the application process. If needed

**7. Venue:** – Sheraton Mexico City Santa fe

For booking your room you must contact the hotel directly and reserve with the **code: EAGE 2019**, this entitle you to special price. EAGE is not responsible for the rooms booking or availability. We suggest to book with anticipation to reassure your stay at the suggested hotel for the workshop.

**Address:** Calle Guillermo Gonzalez Camarena, Santa Fe, Zedec Sta Fé, 01210 Ciudad de México, CDMX, Mexico  
Contact Phone: +52 55 5258 8500

*Please note that accommodation is not included in the registration fee and you may choose to stay at an alternate hotel to the workshop if you wish to.*

Presenters have been allocated 25 minutes each to give their presentations + 5 minutes Q&A

The structure of a good presentation is as follows:

- Define the subject, give a general outline and state the goals of your presentation in the introduction
- Show the details of your work
- Summarise the findings/conclusion

Please remember the findings/conclusions are often the most important part, leave time to get through these slides without rushing.

EAGE will provide a conference laptop with Microsoft Office to run PPT presentations. A laser pointer and clip microphone will also be provided. If you wish to run a movie please notify us via email as we will need to test it works prior to your session.

## Preparing your Presentation

---

1. Please provide your presentation on a USB key or send it to [acs@eage.org](mailto:acs@eage.org)
2. Your presentation can be uploaded during the coffee break/lunch preceding your session.
3. On Wednesday 13th November, on the early registration, we will receive usb presentations.
4. All presentations are deleted from the laptop at the end of each day. We ensure the recycle bin is also emptied.



- ✓ It is acceptable to use your company template for the PowerPoint slides provided that the logo is discreet but preferable use the EAGE template we sent with this ppt.
- ✓ Your presentation should not be commercial or a sales pitch in any way.
- ✓ Check that all animation sequences are working correctly.
- ✓ Run through the presentation to check you are within the 25 minute limit.

- X Think about the colours you will use in the presentation – yellow cannot be seen on a white background
- X Don't place too many small images onto the same slide. Some people may be seated 30m back from the screen and will not be able to see them.
- X Please limit the number of slides
- X If you wish to read from notes please have these beside you on the podium in case we are unable to use 'presenter view' with the venue's systems.

## Slides – Do's & Don'ts

---

If you have any queries please contact:

Angela Contreras (Event Coordinator EAGE) via [acs@eage.org](mailto:acs@eage.org) or  
Tel: +57 1 4232948

See you in Mexico City!