

Guidelines for Speaker Presentation.

- The scientific program is tightly scheduled, and effective time management is essential.
- Kindly adhere strictly to your allotted time.
- A digital timer will be available, giving you a warning 1 minute before your time ends.
- Personal laptops cannot be connected due to technical reasons. All presentations must be loaded at the Preview Room (Audio Visual Console) only.
- You are requested to bring your presentation on a pen drive. It cannot be downloaded from the internet.
- Please ensure your talk is loaded at least 3 hours prior to your scheduled session.
- The presentation format should be MS PowerPoint only.
- The slide ratio should be 4:3.
- Do not copy and paste the images from another application, please use the “insert an image from a file” functionality in PowerPoint (JPG or PNG format only)
- Videos should be in .mp4 format.
- The preferred page set-up is landscape orientation (portrait orientation will not get displayed correctly).
- If your presentation includes videos, please preview them in advance to ensure they run smoothly.
- Kindly carry the source video files as a backup.
- You are requested to be seated in the front row of the respective hall well in time for your presentation.
- Please note that under no circumstances will you be allowed to load your presentation at the podium.