



PRESENTATION INFORMATION

All speakers must upload their final presentations to the appropriate Google Drive folder for their session **by July 13**.

Oral presentations will be made using the Conference laptop, which will bring submitted presentations up using Google Slides. The computers in the room cannot be used to modify your presentation.

Visit the conference website or Whova app for the most up to date conference program and complete details regarding your session.

Session chairs have been given strict guidelines to end the presentations at the designated time. All presentations are 25 minutes (which includes questions) therefore, please prepare about 18-20 minute presentations to leave room for possible questions.

Chairs will show a sign 5 minutes, 3 minutes and 1 minute before the end, and stand up at the end of your presentation time. *Do not plan to show 100 slides in 25 minutes!*



PRESENTATION INFORMATION

SLIDE PRESENTATION DETAILS

All screens will be in 16:9 ratio. It is not uncommon for videos to create problems: Please double-check that they work before submitting your presentation.

Avoid linking to web pages to be open during your presentation, as this is another common source of problems. If you need to show a web page, you can screenshot it and copy the image into your presentation.

Presenters can use their own slide deck templates



PRESENTATION INFORMATION

PRESENTATION FLOW

The session chair will begin by introducing the presenting author and the title of the talk. A laptop will be set up at the podium, with a folder open on the screen containing the upcoming presentations. To begin, simply locate your name and double-click to open your presentation. After finishing your presentation, close the slides by clicking the "X" in the top-right corner. The next presenter will then take the podium and open their presentation.



PRESENTATION INFORMATION

AUDIO VISUAL (AV) & SEATING DETAILS

Seating will be Classroom Style and all Session Rooms will be equipped with:

- One podium and a mounted microphone
- LCD projector and screen
- Windows laptop (Presentations must be PC compatible at 16:9 ratio)
- Clicker with pointer
- Timer