

## **ORAL PRESENTATION GUIDELINES**

Please check the Programme schedule that you will receive upon registration at the congress, for the number, day and time slot of your oral presentation.

**All PowerPoint presentations must be checked-in with the technician available at the venue.**

- Please note that you need to bring your presentation file on a Memory stick (using the USB port in the computer) and load it on the lecture hall computer at least one hour before the start of the session.
  - Please note that the computer in the lecture halls is being supplied with Window 7 with Microsoft Office (Version 2000).
  - Your time slot will be for ten minutes (8+2). After eight minutes an alarm bell will ring.
  - Prepare your presentation with approximately 10- 12 slides (preferred).
-