PRESENTATION GUIDELINES

Following are some guidelines and suggestions for the design of the oral presentations.

Each presenting author will have 20 minutes to explain their work, followed by questions and discussions with the audience for 10 min. The chair of the session will assist with three- and one-minute warnings.

If you are planning to use any visual aids (slides, video), please adhere to common formats easily readable in any computer, preferably PowerPoint or PDF. Please send a copy of those slides biwic2023@meetx.se at least 48 hours in advance, so that all presentations can be uploaded onto the computer in the presentation room in advance. However, as technical problems may always occur, please make sure to bring a backup of the presentation with you on the day of the presentation.

Please save the file with a name that includes your session number, the starting time and the presenting author's last name, according to the following format:

<SESSION_NUMBER>_<STARTING_TIME>_<AUTHOR_LAST_NAME>

for example: SESSION10_1500_SVENSSON.ppt

Make sure your presentation and any images included in it have sufficient quality to be displayed in a large projection. It is recommended to present in widescreen format (16:9 ratio, 1920 x 1080 pixels). Preferably use the portable network graphic format (.png) for pictures embedded in the presentation.

Any videos used must be embedded in PowerPoint. Do not use links to YouTube or other web-based content in your presentations!

Use common fonts, but if you choose to use fonts that are not typically included in the Windows 10 system, please convert your presentation to PDF or append the font file in the email with the presentation.