

Onsite oral presentation guidelines, Trieste, Italy

Contributed presentations in the plenary sessions A and B and the parallel session C, will be assigned 12 minutes each (10 minutes presentation+2 minutes for questions and answers), except for the invited speakers who will be assigned 15 minutes. The D-sessions are self-organized and other instructions may apply. The schedule for invited presentations can be found in the conference program. We invite participants to check the program for any update.

IMPORTANT:

- Well before the session, ideally by **22 September**, please upload your presentation (PowerPoint or pdf) **labeled** as **session-surname_name-oral** (example A1-SMITH_Jane-oral.pdf) to the URL which will be sent to you personally
- The presentations will be presented from the computer available in the meeting room.
- **Thirty minutes prior to the start of your session**, please go to the meeting room in which your presentation is scheduled to take place and identify yourself to the co-chairs of the session.

Equipment in the meeting room

- Projector and screen
- Computer for the presentations
- Speaker microphone
- Slide switcher and laser pointer (in Sissa Main and Budinich)

Meeting room software

Office Powerpoint or PDF

For any specific technical request, please contact the local organizers **no later than 17th September** at smr3878@ictp.it

Internet access; wifi available within the entire conference area.

Your presentation will be made available on the conference website unless you request otherwise. If you allow your slides to be made available online, please provide your talk in a .pdf format with the file size reduced. Your presentation will be converted to a .pdf format if this is not the format provided and this will be posted online.

Format: We suggest using standard fonts not smaller than 20 pts due to the size of the meeting room and legibility of the slides.

Standard presentation ratio to be used is 16:9 aspect, 1920x1080 resolutions.

No show

Participants are **strongly urged to inform the organizers in case of no-show** in sending a mail to smr3878@ictp.it with copy to ipoc@cordex.org