Oral Presentation Guidelines

Presentation Format:
1. **PowerPoint Presentation:** Your presentation should be created using Microsoft PowerPoint or a compatible software.
2. **Slide Number:** Prepare a total of 10 to 15 slides for your presentation.

Presentation Time:
1. **Presentation Duration:** You will have 8 minutes to deliver your presentation.
2. **Question and Answer (Q&A):** Following your presentation, there will be a 2-minute Q&A session during which the audience may ask questions.

Slide Content:

Slide 1: Title
- Title of the Presentation
- Your Name
- Affiliation/Institution
- Date

Slide 2: Introduction
- Briefly introduce the topic and its significance.
- Clearly state the objectives of your presentation.

Slides 3-7: Main Content
- Organize your main content into 5-7 clear and concise slides.
- Use bullet points, visuals, charts, and graphs to convey information effectively.
- Provide explanations, examples, or case studies to support your points.
- Ensure that each slide has a clear and descriptive title.

Slide 8: Results/Findings (if applicable)
- Present any results, findings, or data related to your topic.
- Use visuals such as charts or graphs to illustrate key points.
- Explain the implications of your results.

Slide 9: Conclusion
- Summarize the key takeaways from your presentation.
- Restate the main points and objectives.

Slide 10: Recommendations (if applicable)
- If relevant, provide recommendations or solutions based on your presentation's content.
- Explain how your recommendations can be applied or implemented.

Slide 11: Future Work (if applicable)
- Discuss any future research or developments related to your topic.
- Highlight areas for further investigation or improvement.

Slide 12: Q&A Session
- This slide can be displayed during the Q&A session to encourage audience participation.

Slide 13: Thank You
- Express your gratitude to the audience for their attention.
- Provide your contact information (e.g., email) for further inquiries or discussions.

General Tips:
- Use a legible font and appropriate font size (typically 24pt or larger) to ensure readability.
- Limit the amount of text on each slide; use bullet points and visuals to convey information efficiently.
- Practice your presentation to ensure that you stay within the time limit.
- Be prepared to answer questions confidently and concisely during the Q&A session.

- Maintain eye contact with the audience and speak clearly and at an appropriate pace.

Technical Considerations:
- Test your presentation on the equipment you will be using to ensure compatibility and proper functioning.
- Bring a backup copy of your presentation on a USB drive in case of technical issues.
- Arrive early to set up and test your presentation equipment.

POSTER LAYOUT & GUIDELINES

Poster Size: 1meter x 1meter

1. **Title of the abstract:** 10-15 words in 60 bold font
2. **Author(s) name:** List of authors' names, affiliations, and contact information in 36-40 point bold. Institution address: normal font. Underline the name of the presenting author. Do not use degrees, titles or designations for any of the authors.
3. **Abstract:** Paste the same abstract that you have sent to the conference. Text font should be 20-24 points.
4. **Include:** Introduction, Rationale, Objective(s) of the work, State hypothesis, Methods, Results, Conclusion: Text font should be 20-24 points.
5. **References and Acknowledgement:** Text should be 18-20 points.