GUIDELINES FOR ORAL PRESENTATIONS

Presentations should be created with a 16:9 ratio.

You must be knowledgeable in your subject and answer questions during your presentation.

All presenters are required to include a slide listing any conflict of interest disclosures. Financial disclosure includes any commercial funding you receive from a company whose product(s) you are discussing.

Presenters should mention the sponsors of their research, if applicable, in their presentation.

Abstract presenters (excludes symposia/hands-on workshops/keynotes) have ten (10) or fifteen (15) minutes for presentation and five (5) minutes for the discussion. The session chair will hold you to this time. It is advisable to rehearse your presentation prior to the meeting to ascertain that the time is not exceeded.

Cover the same material as reported in the abstract.

Give an opening statement to acquaint the audience with the nature and purpose of the study.

Briefly describe procedures and materials. Define all trade names first, then use generic names throughout. All compounds and drugs must be identified.

Allocate most of the presentation time to the results of the study. State the results simply and clearly so that significant facts can be readily identified.

Conclude the presentation with a brief summary of the essential results you believe were demonstrated by the experimental data.

Please be sure to be present in the session room for the 15-minute discussion period(s), if scheduled.

Equipment:

Each oral session room will be equipped with a PC/Laptop (all computer presentations will be operated by the presenter), an LCD projector, a screen, a lapel microphone and an aisle microphone. You may not bring equipment from an outside source such as a personal laptop. If your presentation requires additional equipment, you must contact the congress coordinator Leonie Martens (info@ecg2019.eu) prior to the start of the meeting, and you will be responsible for any charges incurred. Your presentation will be posted on the PC/Laptop in your assigned room just prior to your session time.

Microphone:

Without proper use of the lavaliere/lapel microphone, your audience will not hear you.

PowerPoint Presentation:

Oral Session Presenters will use PowerPoint presentations.

All presentations will be loaded on the local PC/Laptop. This eliminates the need for individual presenters to bring their own laptops.