



GUIDELINES FOR INVITED SPEAKERS

Technical requirements and instructions for presentation:

Please upload your presentation slides ahead of the time of your lecture (s) to a link which you should have received. If you did not receive the link please contact abstracts@kenes.com

Presentations should be uploaded up until 4 hours before your talk either on-line or at the Speakers' Ready Room.

For full guidelines on presentation preparation [click here](#).

All presentations will be saved on a central server connected to the lecture rooms, which are equipped with computers, beamers, microphones and lecterns.

All registered participants will be able to view your presentation via the Meeting Mobile App on any device or computer.

Should you have any changes to make to your presentation after upload to the link you may bring them to the Speakers' Ready Room onsite, technicians will be there to assist you.

During your presentation:

The session hall will be staffed with an AV technician who will assist in starting each presentation.

From the lectern you will be able to remote control your presentation using a computer mouse or up/down/right/left keys on a keyboard

- **Please stick carefully to your allotted time.** Inside the [interactive programme](#) and Mobile App you can see the exact time allotted to your talk. Your allocated talk time includes time for discussion.
- Please leave enough time for question and a discussion at the end of your talk.
- Maintain eye contact with the audience while presenting slides.
- We encourage more audience interaction where this is appropriate.

Please check the programme book timetable or the Mobile App for the exact scheduling information.

Thank you for your participation
ESPNIC 2019 Meeting Secretariat