



Oral Presentations

Oral presentations are always accompanied by PowerPoint presentations. The speakers are entirely responsible for the presentation content (order, graphics etc...). All presentations and questions must be delivered in English, as English is the official language of the congress. Time reserved for scientific presentation is:

- **15 minutes** oral presentation

Presentation Format

All presentations should meet commonly compatible format, preferably using **PowerPoint version 2010 or higher in 16:9** aspect ratio.

Supported file types:

- **Presentation:** PPT, PPA, PPTA, PPTX, PDF
- **Video:** AVI, MPG, MKV, MOV, MP4, WMV
- **Audio:** WMA, MP3, WAV
- **Pictures:** JPG, GIF, BMP, TIF

When saving the final presentation to a USB stick, all video files if having any and all links to these multimedia files must be saved on the device with the presentation.

Depositing the File

Presentations must be handed over to the personnel in the **SPEAKERS' PREVIEW ROOM**, either with a CD or a USB stick, as far in advance as possible and **TWO hours BEFORE the start of entire session, where the presentation is to be displayed, AT THE LATEST**. The presentation for an early morning session should be handed over the evening before.

SPEAKERS' PREVIEW ROOM will be located on the **2nd floor** in the **Quadrant room** and will be available in the following times:

- from 17:00 to 19:00 on Sunday, 6 November
- from 7:30 to 17:30 on Monday, 7 November
- from 8:00 to 18:00 on Tuesday, 8 November
- from 8:00 to 12:00 on Wednesday, 9 November

In the lecture Room

All presentations will be sent directly to the lecture room through the internal computer network. Please, we kindly ask all authors NOT to come at the last minute with their own computer into the lecture room. All presentations must be downloaded in the SPEAKERS'PREVIEW ROOM beforehand.