



INSM 2023 CONFERENCE

20-21 October 2022 at The Everly Putrajaya

Guidelines to Oral Presentation

- Oral presentation for the conference has been allocated **10 minutes of effective presentation time**, plus 2 minutes given to Q/A and 1-minute turnaround time between speakers.
- Authors must prepare their oral presentations to convey their message in clear and sharp manner, including giving outline of the key principles, facts and results.
- In order to ensure a smooth performance during your session, we kindly ask you to:
 1. Be at the session room 15 minutes before session starts and introduce yourself to the session chair.
 2. Use the PC available in the hall. **This is to avoid unnecessary time breaks in between papers.**
 3. Bring your presentation on a USB memory stick in MS-PowerPoint formats and upload in the Session Room computer no later than 15 minutes prior to your session start! You can also bring it earlier, during the coffee/lunch breaks of any days before your presentation.
- A volunteer will be at your disposal to help you upload your presentation in the right place in the PC so that it is easily available at the time of presentation.