

Oral Presentation Guidelines for IHMTC-2023

- **Presentation Duration:** Each presentation should last a minimum of 8 minutes and a maximum of **10 minutes**. To ensure smooth session flow, presenters will not be permitted to exceed the 10-minute limit. Up to **3 minutes** will be devoted to interaction/Q&A after each presentation.
- **Slide Count:** Presenters are advised to prepare between **10 to 12 slides** to effectively complete their presentations within the allotted time.
- **Time Management:** Volunteers at each session will monitor the presentation timing. A warning light will be activated after 9 minutes, indicating 1 minute remaining. A buzzer will sound at the end of each presentation, signalling the presenter to conclude their talk.
- **Assessment Considerations:** Presenters are encouraged to manage their time effectively as it will be considered during the evaluation process by the session chair and award committee members.
- **Template Usage:** A [TEMPLATE FOR THE PRESENTATION IS PROVIDED HERE](#). All presenters are required to adhere to this template. Please ensure your content does not overlap with the left sidebar or the bottom bar.
- **Presentation Format:** Presenters must bring their presentations in PPTX format and share them with the session volunteers before the session begins. Volunteers will store each file and provide an opportunity for presenters to test their slides prior to the session. Presentation files will not be accepted by the volunteers once the session has commenced.
- **Video Files:** If your presentation includes videos, please bring the raw files along with you.
- **Personal Devices:** There is no need for presenters to bring their personal devices for presenting.
- **Presentation Tools:** Each presenter will be provided with a laser pointer to facilitate slide transitions and pointing at the presentation board.