

2. PRESENTATION GUIDELINES

NO	CONTENT	REMARKS
1	Presentation Format	<ul style="list-style-type: none">• Presentations must be prepared in PowerPoint (PPT) or PDF format, ensuring compatibility with standard presentation software.• Authors should submit their presentation slides at least 24 hours before their scheduled session to avoid technical issues.
2	Time Allocation	<ul style="list-style-type: none">• Each presentation is allotted 10-15 minutes, followed by a 5-minute Q&A session. It is important to adhere to this timeframe to allow equal time for all presenters.
3	Content	<ul style="list-style-type: none">• Presentations should provide a concise summary of the paper, focusing on:• Introduction and motivation of the research, key findings and their implications and conclusion and future directions.• Avoid reading from the slides; instead, engage the audience with visuals, charts, and clear points.
4	Visual Aids	<ul style="list-style-type: none">• Ensure that slides are clear, concise, and visually appealing.• Use bullet points, graphs, and images where appropriate, but avoid cluttering the slides with too much text or unnecessary visuals.
5	Delivery	<ul style="list-style-type: none">• Practice the presentation to ensure smooth delivery within the allocated time.• Speak clearly, maintain eye contact with the audience, and engage them with relevant questions or prompts during the session.
6	Technical Requirements	<ul style="list-style-type: none">• The symposium will be conducted synchronously online. Therefore, presenters are required to ensure they have a strong and stable internet connection throughout the session. If a presenter is unable to attend, they must assign a representative to present on their behalf.• Presenters should test all technical equipment (e.g., microphone, camera, etc.) prior to the presentation to avoid technical issues. It is important to verify the compatibility of the file format with the online platform and ensure that both video and audio setups function properly before the session begins.