



18th IWA WORLD CONFERENCE ON ANAEROBIC DIGESTION

June 2-6, 2024 / Istanbul, Türkiye

GUIDELINES FOR ORAL PRESENTATION

The details concerning your presentation are outlined below:

Presentation

- Please bring your presentation on a **USB memory stick**.
- The technician will upload your presentation in the conference room **15 minutes before** the session starts (please be on time).
- Please use **PowerPoint size 16:9**.

Briefing

15 minutes before the start of each session, a speaker's meeting with the session chair is organized in the conference room. It is the only opportunity for the chairman, the technician, and other speakers of your session to discuss last-minute details. **So please be sure to attend.**

Duration & Set-up

- The total time allowed for your presentation is **15 minutes**.
 - Each presentation should be a maximum of **12 minutes** long, allowing for **3 minutes discussion** at the end of a session.
 - **Please do not overrun the time allotted for your presentation**
 - The chair is requested to be strict on time management.

Language

- The conference's language is English.
- There will be no simultaneous translation facilities.

Technical facilities

The conference room contains the following equipment:

- Speaker's microphone
- Audience microphones
- Hand microphones for the chair
- Laptop for PowerPoint presentation
- Screen and pointer