



Speakers guidelines

ORAL PRESENTATION

- Presentations must be prepared in Microsoft PowerPoint, 16:9 format using the standard **template**.
- The duration of each presentation is 15 minutes (12 minutes for presentation, 3 minutes for Q&A)
- Please check carefully the **scientific program** to identify exactly day, room and time schedule of your speech
- Before the session (at least 1 hour before), bring your presentation at the “slide center” near the presentation rooms, using a USB flash drive or a mobile hard disk
- If you have movies/audio files in your presentation, please check in advance very carefully that it runs smoothly (please, note that movie and audio files are typically not embedded in your PowerPoint file. Therefore, be sure to bring with you all the original movie/audio files – .mpeg, .avi, .mpg, .wav, etc. – and report to the “slide center”
- Please, bring with you also a 2-3 lines long short bio (printed) to be given to Staff or session Chair
- During oral session, an On-Site Evaluation Board (**OSEB**) will evaluate the quality of the presentation

POSTER PRESENTATIONS

- Posters must be prepared using the standard **template** (80 cm width x 100 cm height – portrait orientation)
- You must print and bring your own poster to the Conference directly. A local printing service near the Conference place will be also indicated upon request (printing costs will be borne by the participants)
- Adhesives (no pins allowed) for fastening the poster will be provided by the Organizing Secretariat
- Posters will be on display for informal viewing throughout the Conference
- Posters may be set up from June 17th and will have to be removed by the end of the Conference
- Poster presenters are required to be by their posters during the poster session (mandatory for the second half of the lunch breaks). It is suggested that it is also close to the poster during coffee breaks anyway
- Each poster will be assigned an identification number: please check the **scientific program** to identify your number and check on site the corresponding poster location
- During poster session, an On-Site Evaluation Board (**OSEB**) will evaluate the quality of the presentation (no slides allowed)

We want to emphasize that the oral/poster presentations are equally rated by OSEB for the invitation to submit for consideration an extended version to indexed Journal Special Issues. The final rating will be based both on the reviewers and OSEB evaluations.

See you in Padova!

The ISBM2026 Organizing Committee