

# Guidelines for Presentations at WCTR 2019

## Oral Presentation

- All technical sessions are of 100 min duration. Each session has three to five papers to be presented. Standard presentation time is 15 min per paper and 5 minutes for Q&A. In sessions with less than five papers, the session chair may allot extra time for discussion and allow some extension of presentation times.
- Chairs and presenters should be present in the session room 10-15 minutes before the start of the session to get acquainted and discuss any remaining session details. Presenters are requested to hand the presentation file(s) in a USB pen drive to the session coordinator (student volunteer), having made sure the copied file(s) can be opened properly.
- Please exercise the timing of your presentation. This will allow time for the audience to respond and will greatly contribute to overall timekeeping during the whole conference. The session chair will sit in the front row and warn the presenter when 10 minutes have passed (putting up a sign saying “5”) as well as after 13 minutes (sign “2”).
- Questions can be asked after each presentation, if time permits, and at the end of all presentations. This is decided by the session chair.
- At the end of the session, the chair will summarize the main findings of the session and hand out a presentation certificate to all presenting authors.