

Guidelines for Invited Speakers

Please find below some important and useful information for your presentation.

Presentation Slides

Your first slide should be the title slide with your presentation title, your name and credentials, your institution or company and your city and country. Please include the **title slide** with your name and title of your lecture at the start of your presentation.

Please [click here](#) to download the WSAVAR 2023 slide template.

Presentation Upload

If you are using a PowerPoint presentation (or any other PC-based application), please note that you have to deliver it on a USB Memory stick to one of the technicians in the room as soon as you arrive at the Venue in the morning – and at least 1 hour before the start of the session.

Please note that **only** conference computers are used in the session halls. These are supplied with Office 2019 (at least) and the native ratio of the projection on the screens in the halls is **16:9**. The Congress will not be able to support lecture slides presented on personal computers.

If the PowerPoint presentation includes video clips, please make sure that you carry out a test with the technician in the room at least 1 hour before the start of the session or as soon as you arrive to the venue in the morning. You will need to ensure that the videos are working well.

Important Note for Macintosh Users

To use MAC presentations on the PC compatible conference computer, please note that you need to prepare it according to the instructions below, before taking it to the room:

1. Convert it to PowerPoint or PDF.
2. Use a common font, such as Arial, Times New Roman, Verdana etc. (Special characters might be changed to a default font on a PowerPoint-based PC).
3. Insert the images as JPG files (and not TIF, PNG or PICT – these images will not be visible on a PowerPoint based PC).