



EMFA 2022, 25 - 26 August, Dresden

## **Guidelines for oral presentations**

The maximum duration of presentations is 20 minutes, after that 5 minutes for questions and answers will be available.

To estimate the amount of speaking time needed, you should calculate 1-2 minutes per slide.

Texts should be large enough to be read from a distance, so **all texts should be 20 pt. minimum.**

Please bring your presentation on a USB flash drive (be sure to save a copy on your cloud account or on a second USB drive!) and copy it onto the laptop or PC beforehand or during the breaks. There will be someone there to assist.

Presentations should be in PPT- or PPTX-format, or alternatively as a PDF, and generated under Windows.

If you wish to use multimedia content like videos, please mention this, so it can be tested if they run smoothly and with sound beforehand.

## **Guidelines for poster presentations**

The format should be size A1 or A0, and the poster should contain enlarged text and key figures that are easy to read from a distance. We can print your poster in-house for free. You may want to bring a small stack of A4 copies of your poster, to be given as handouts.

The last presentation slot on Friday will be reserved for 5-minute presentations of each poster.

**Please be aware that posters will be on display only on Friday, due to the change of venue!**