GUIDELINES FOR ORAL AND POSTER PRESENTATIONS.

**Oral Presentations:**

1. Each presentation will be strictly for 20 minutes followed by 5 minutes of question-answer session. After 18 minutes, the session vice-chair will raise his/her hand as a sign for the presenter to wrap up the talk. After 21 minutes the session chair will cut off the talk without exception.

2. The session chair will serve as a moderator for the question-answer session.

3. Laser pointers will be provided for the presenters.

4. Overhead projector and slide projector facilities are available.

**Poster Presentations:**

1. Poster should be freestanding (tables will be provided) taking up approximately a 4ft by 6ft area.

2. Posters should be setup in the morning time slot allotted but the presenters need not be beside their posters till 4.00 pm. The poster presenters should be present besides their posters by 4.00 pm so that judging can begin.

3. A panel of 3 judges will spend about 10 minutes at each poster.