Dear Speaker

Greetings!

Thank you for submitting your work at HSICON 2019, Kolkata.

We request all presenters to go through the following links to help them make their presentation more productive.

https://www.thinkoutsidetheslide.com/ten-secrets-for-using-powerpoint-effectively/

https://www.youtube.com/watch?v=Iwpi1Lm6dFo

Please note that registration for the conference by July 15th is necessary for the inclusion of your abstract in final presentation.

Guidelines for ePoster/Video loop presentation

1. The presentation will play in loop on all three days of the conference
2. Make presentation in PowerPoint (4:3 aspect ration, not exceeding 10 slides) or MP4 format.
3. Use clear background and Sans Serif fonts like Calibri and Arial. Use common fonts as some uncommon fonts may lose formatting across platforms.
4. Use a font size >24, preferably 28 or 32.
5. For large emphasis text or titles, use 36-44 font size.
6. Keep a short speech (3-4 minutes) ready to go with your presentation for the time of evaluation. The exact time of evaluation of each ePoster /Video loop will be updated on the website. Please check the website one week prior to the conference for details.
7. Please be present at the time of evaluation near the console
8. Make sufficient use of tools such as freezing, subtitles and marking the relevant anatomical structures for video presentation formats.
9. Top three presentations in each category will be given attractive prizes.

Guidelines for Podium presentation

1. The presentation can be made in MP4 or PowerPoint format depending on your preference and according to the topic.
2. Use Sans Serif fonts like Calibri and Arial. Use common fonts as some uncommon fonts may lose formatting across platforms.
3. Use a font size >24, preferably 28 or 32.
4. For large emphasis text or titles, use 36-44 font size.
5. Try to keep the content of your slides and their appearance as simple and consistent as possible. Simple and effective graphics will enhance the presentation.
6. The colors and background of the slides have a large impact. Use color schemes that have sufficient contrast between text and background.
7. Each slide should contain only the main points that need to be conveyed. Avoid overcrowding of the slide with a lot of text.
8. Where possible each slide should be restricted to one idea.
9. Make sufficient use of tools such as freezing, subtitles and marking the relevant anatomical structures for video presentation formats.
10. The time allotted for the presentation is 8 minutes. You should finish your presentation in 6 minutes and leave two minutes for discussion. Please note that the screen will go blank after 8 minutes. Therefore, strict adherence to the time is mandatory.
11. Presenters are advised to acquire the front row seats 10 minutes prior to their presentation to minimize the delay between presentations
12. Top three presenters in each category will be given attractive prizes.