

Instructions for Oral Presentations (Physical Participation)

All participants delivering oral presentations in person are requested to follow the guidelines below to ensure a smooth, professional, and well-organized technical session.

1. Presentation Duration

- Each presenter is allocated a total of 10 minutes for the oral presentation.
- Please manage your presentation time carefully. Session Chairs will strictly enforce the allocated presentation time to ensure fairness and adherence to the conference schedule.
- A 5-minute Question & Answer (Q&A) session will be conducted after all presentations in the technical session have been completed.
- Presenters are required to remain in the session until the discussion period is concluded.

2. Presentation Content

- Organize your presentation logically and include: Introduction and background, Objectives, Methodology, Key Results, Conclusions, and Recommendations (where applicable).
- Highlight the novelty, significance, and practical implications of your research.
- Use clear transitions between sections and focus on the most important findings.

3. Presentation Format

- Prepare your presentation using Microsoft PowerPoint (2016 or above).
- Use the official conference PowerPoint template.
- Send us the power point presentation to isae2026oral.physical@gmail.com on or before **20 August 2026**.
- File Name Format: **Abstract ID_Presenter Name_Title**
- Subject of the email should be: **Presentation submission AbstractvID_Presenter Name**
- Bring a backup copy of your presentation on a USB flash drive.
- Use the 16:9 widescreen slide format.
- Ensure all text, figures, and tables are clear, readable, and appropriately sized.
- Avoid excessive text and use high-quality graphics where appropriate.

4. Equipment and Setup

- A laptop, LCD projector, and laser pointer will be available in the presentation room.
- Report to your assigned session room at least 15 minutes before the session begins.
- Test your presentation before the session starts.
- Technical support staff will be available to assist if necessary.



5. Discussion and Q&A

- A 5-minute discussion period will be held after all presentations in the session.
- Be prepared to answer questions from the audience and the Session Chair.
- Respond professionally and respectfully to all questions and comments.

6. Professional Conduct

- Dress in professional or business attire suitable for an academic conference.
- Maintain eye contact with the audience whenever possible.
- Speak clearly and confidently.
- Avoid reading directly from your slides.
- Respect the allocated time and other presenters.

7. Attendance Requirements

- Presenters must remain for the entire technical session in which they are presenting.
- Active participation in discussions is encouraged to promote academic exchange and networking.

Important Reminder

- Submission of presentation slides does not replace attendance.
- All presenters must attend their assigned technical session and be available for the discussion.
- Failure to attend may affect presentation certification or inclusion in the conference proceedings, in accordance with conference policy.

