



Recommendations to authors

ORAL COMMUNICATIONS

The following guidelines for oral presentations are:

- ✓ **Duration:** 15 minutes for presentation + 5 minutes for questions
- ✓ **Language**
 - Slides: PowerPoint presentations shall be done **in English** exclusively
 - Oral language: English or French. Simultaneous translation in both languages shall be provided so that speakers may make their presentations in their mother tongue or in the language in which they feel the most comfortable.
- ✓ **Source file:** MS PowerPoint
 - Concerning MS PowerPoint: The system is Windows 10 and the latest version is automatically updated at the time of the conference.
 - Please note that the presentation material does not permit to use PowerPoint in Presenter mode. You will therefore have the same visual feedback as the audience (no visible comments at the bottom of the screen).
- ✓ **Uploading the presentation**

PowerPoint presentations must be uploaded on the dedicated platform :
<https://isicloud.inrs.fr/index.php/s/qJEpUgOG11E1J5J>
on 29/05/2019 at the latest, so as to allow the interpreters to become familiar with them and provide high-quality translation.
- ✓ We estimate that **one slide is equal to one minute** of presentation.