

TIMINGS

Please **do keep the time allocated to your presentation**. As we are using Message Wall it is most important to **leave time for questions and answers**. The session Chair and Moderators will review the questions / comments / polls. Messages and/or voting results will be displayed **after** presentations.

PRESENTATIONS

All presentations must be uploaded in the session room / computer at least 30 minutes before your session commences. Using your own computer in the lecture theatre is NOT permitted.

Presentations will need to be in a screen ratio of **16:9**

Please note- most versions of PowerPoint are in 4:3 screen ratio as standard, so you will likely need to change this – [please follow this link for simple instructions](#)

All versions of Microsoft PowerPoint are supported, up to Power Point 10.

We are not able to support presentations on Mac. Please save/export your presentation in PowerPoint or PDF format.

If your presentation contains **video files**, these should be saved **separately** in the same folder as the presentation show, as videos are not always embedded within the presentation itself.

Presentations can be supplied in the following formats:

- USB storage device
- Uploaded via a cloud-based system (wetransfer). Please send notification your presentation to info@congcreator.com no later than **Friday 25 August**. Presentations supplied after this date will not be transferred to the technicians

After exporting and/or moving the presentation to an USB stick, if possible please test it on another machine to see that the presentation works as it should.

Video playback can be supplied in the following formats:

- Digital computer files (e.g. .mov, .avi .wmv .flv etc)

MESSAGEWALL

There is a Message Wall in the main lecture room of the congress. The Message Wall enables active interaction with the audience and our goal is to make this event as interactive as possible with a help of an active audience.

The audience can participate by using either text messaging or web browser of mobile devices. It's been made very easy and comfortable and it gives voice also to those a bit quieter ones in the audience.

There is free WiFi in the congress venue.

The Message Wall displays moderated questions, comments and/or voting results.

All messages are moderated and processed anonymously. Text messages cost a standard sms-rate.