IAEA GUIDELINES FOR AUTHORS ON PREPARATION of ORAL PRESENTATIONS

These guidelines are relevant to authors whose officially submitted synopsis has been accepted by the Programme Committee for Oral Presentation.

- Prepare your Oral Presentation using PowerPoint or any other software creating .ppt files.
- English is the only allowed language for your slides.
- Limit your PowerPoint presentation to 1 slide per each minute of presentation (e.g. 8 minutes long presentation, maximum 8 slides).
- **How long is your presentation?** Follow the instructions below in order to have more information about your presentation.
  - Log in into your INDICO account
  - Go to “My Contribution”
  - Select your contribution by clicking in “View”
  - Click on the session link you will find to get details such as session structure, duration of your contribution/s, convener names and their emails.
- **Questions regarding your presentation?**
  - Please email your session conveners or the ICARO2 Team (icaro2@iaea.org)
- **Upload your Oral Presentations into INDICO before** 21 May 2017
  - Instructions on uploading are available on the conference web site.
- **Complete & send the Biodata Form to** icaro2@iaea.org **before** 21 May 2017
  - The biodata form is available on the conference web site.
- **Bring your presentation on a USB stick** to the conference.

IMPORTANT: In case you are unable to attend the conference, inform the ICARO2 Team (icaro2@iaea.org) as soon as possible by email.