



# 38<sup>th</sup> International Pyrotechnics Seminar



## Guidelines for 38<sup>th</sup> International Pyrotechnics Seminar Speakers

All oral, written and poster communications will be done in English

Please, find the following guidelines to help in speaking in your session.

### **Speaker Guidelines:**

- Oral presentations will last a total of 20 minutes: **15 minutes for presentation** and 5 minutes for questions.
- Schedule is strictly adhered.
- **Prior to session (24 hours or more):**
  - Meet with co-chairs and provide brief 2 or 3 lines (typed) text in English your CV.
  - Upload presentation to Information Technical services person (Room XX)
- **Day of Session:**
  - 20 minutes prior to start, meet with Chair and ensure your presentation has been uploaded and you have submitted CV.
  - Test and upload your presentation as early as possible to ensure that all videos, fonts, and pictures are displayed correctly.
- **Presentations:**
  - Name your presentation: 38IPS\_Session\_Day\_LastName
  - The final program may change during the course of the conference. Please, check for your day and time of presentation for the most up-to-date version.