

## **Instructions for presentation**

### **Oral presentations**

#### **General information**

Oral presentations must not exceed 10 minutes. Bear in mind that what you say will have to be simultaneously translated. Please, adjust your text and your speed of speaking with regard to the needs of this translation.

Tables and figures presented in your lecture need sufficient explanation. It might therefore be advisable to delete all data from tables that are neither necessary for their comprehensibility nor referred to in the oral presentation. The complete tables may be included in the full text version which will be published in the congress proceedings.

#### **Power Point presentations**

The script on power point presentations should not be less than Arial 20 pt (or comparable size) for general texts and Arial 26 pt (or comparable size) for head lines to be easily legible from all seats of our 350-seat lecture hall. Care should be taken to establish sufficient contrast between background and letters. For instance, red letters on a royal blue background will appear dull and diminish readability if projected with our beamer. In general, dark writing on a light background would be preferable.

#### **Slides**

For the presentation of slides similar rules should be followed as for power point presentation in as far as they contain text.

#### **Overhead Foils**

The script on overhead projection foils should not be less than Arial 20 pt (or comparable size) for general texts and Arial 26 pt (or comparable size) for headlines to be easily readable from all seats of our 350-seat lecture hall. Footnotes and similar annexes of lesser interest should not be less than 18 pt. Copying pages out of books or publications 1:1 on foil will be unacceptable as they cannot be read even from the first rows of seats.

### **Poster presentations**

Posters should be of the standard format DIN A0, meaning roughly 84 cm wide and 119 cm high, and presented in panel format to match with their support. If you cannot comply with this format please contact the congress office for advice.

Posters should in their head clearly state the title of the presentation as well as their authors' names and institution.

Posters will be viewed from a distance of about 1.5 m. The font size also in graphics should be designed accordingly. Wherever posters will still be legible if printed in DIN A 4 or letter format it is recommended to bring a stack of those prints as handouts to interested participants.