



Joint Conference of ISEH ICEPH & ISEG on Environment and Health

Galway, Ireland
August 11-18, 2024
www.universityofgalway.ie/iseh-iceph

Guidelines for Oral Presenters

Presentation Format

Oral presenters are required to be at their presentation venue at least 15 minutes before their session starts. Presenters should introduce themselves to their Session Chair(s) in the presentation venue before the session begins.

Time for oral presentations

Plenary speakers: 25 minutes (+5 minutes Q&A)

Speakers (including invited speakers) in a session: 12 minutes (+3 minutes Q&A)

The duration of oral presentations in an ordinary session is 12 minutes followed by 3 minutes for questions and discussion. Please ensure that your presentation duration has been carefully checked (12 minutes maximum). There will be a warning sign at 10 minutes showing "2 minutes" left.

The presentation schedule will be strictly enforced by each Session Chair, to allow the audience to switch between sessions. Each presentation venue will have a sound system and PC with Microsoft PowerPoint software, linked to a data projector.

PowerPoint presentations are required in 16:9 widescreen format (charts and videos embedded into the presentation, if required).

Uploading Presentation File: Audio/Visual Support

Speaker Preview Room location: Meeting Room 1 & 2, Áras na Mac Léinn building, 1st floor

All speakers in a parallel session must submit their presentations to the audio/visual technician in the Speaker Preview Room on a USB key, one day before their presentation.

Speaker Preview Room Hours:

Sunday August 11th 17:00 – 19:00

Monday August 12th 08:00 – 16:00

Tuesday August 13th 08:00 – 16:00

Wednesday August 14th 08:00 – 16:00

Thursday August 15th 08:00 – 12:00

Personal laptops cannot be used for presentations. Please check the conference schedule to confirm the time and venue for your presentation.