



16TH ASIAN CONGRESS OF ORAL & MAXILLOFACIAL SURGERY

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Guidelines for Post Graduate Free Paper and Post Graduate Innovation Session

- Presentations will be sequenced according to the day, hall, session, and time.
- Kindly check your email from scientific committee / the website for details regarding the
- session timings.

Format for Oral Presentation

- Presentations in Microsoft PowerPoint (pptx) or Keynote with a 16:9 (WIDE) aspect ratio will be accepted. No other formats will be entertained.
- All presentations are to be made in landscape layout.
- For privacy and copyright reasons, all speakers are encouraged to watermark their slides and block the eyes or identity of patients in photographs.
- Carry a copy of all video files associated with the presentation in MP4 format, along with the presentation as a single folder.
- Presentations on personal laptops/tabs/USB devices are not permitted.
- Speakers are requested to load their presentations at least three hours before their presentation time. Those presenting in the first two sessions in the morning are requested to submit their presentations by the previous evening before 5 p.m.
- Changes to submitted presentations will be allowed until one hour before the start of the session. After that, no edits will be accepted.
- Presentations will be accepted only from a pen drive and cannot be retrieved from mobile devices or the Internet.
- Only material submitted at the preview room will be allowed for presentation.
- All speakers are requested to adhere to the allotted time.
- **Timing for Post Graduate Free Paper Presentation 6min presentation + 1min discussion**

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- Each session will have a “ Best Paper of the Session” that will be evaluated by the chair. Presentation s that overshoot the time will not be considered for the award.
- A digital reverse timer will be displayed on the stage.
- The audio/video will switch off automatically within a few seconds after the stipulated time of presentation.
- Kindly be present at your respective presentation halls at least 30 minutes before the start of the session.
- All post graduates are requested to remain in the hall till the end of the next / consequent session for announcement of the results.

Kindly contact the hall convenor/volunteers for any further assistance.

The organising committee appreciates your cooperation and support.

Please get in touch with the scientific coordinators with any questions about your session.

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