GUIDELINES FOR 10 MINUTE LIGHTNING TALK PRESENTERS

General Guidelines

➢ Registration:
Presenting authors MUST register for the conference by Wednesday 27 July 2022 in order to present and be published in the final programme. Click HERE to register now. The location of your session will be published in the final programme.

➢ Presentation Length:
For a 10-minute lightning talk presentation, we recommend 7 minutes of presentation and 3 minutes for questions and audience discussion.

➢ Tips and Tricks for your Short Presentation:
Ask yourself the following questions to give the most effective and powerful short presentation:
- What is my goal for this presentation?
- What is the most important message I want listeners to leave with?
- If I wrote a one sentence description of my presentation, what would it say?
- If I were to write a list of the keywords for the presentation, what words would be on the list?
- What is the theme? And what are the three major points?
- What action do I want audience members to take upon hearing my presentation?

➢ Preparation:
You will have to produce an electronic poster as supporting material. The author will present at their e-Poster on a large screen. You will receive an email after the registration deadline of 27th July with details of how to upload your e-poster.

➢ Session Chair:
The chairperson of your session will be in contact before the conference to introduce themselves. Please meet the session chairperson at your session area at least ten (10) minutes prior to the start of your scheduled session.

➢ Rules and Regulations:
All presentations must be made in English. The use of an interpreter is not permitted.
Please ensure there is no material within your presentation which could be seen as marketing a commercial product or Programme.

➢ Waiver
Submission constitutes your consent to publication of your session outline and any PowerPoint presentation. Please inform us if you do not wish your presentation to be posted on the ISQua web site, following the conference.