

# Instructions for Oral Discussion Presenters

Thank you for presenting at the 14th International Congress on Autoimmunity.

This page is designed to prepare you for your Oral Discussion at the **14th International Congress on Autoimmunity**. Please visit the page regularly for updates on technical requirements, deadlines and general information.

## Guidelines for Oral Discussions

- Abstract submitters selected for Oral Discussion on E-Poster screens.

If your abstract is selected for an Oral Discussion, you will have a designated time slot at one of the sessions at the E-Poster screens where you can present your presentation and give an oral talk. Each presenter is allocated **10 minutes** in total for their talk including Q&A (8 minutes of oral presentation with 2 minutes of Q&A).

## Oral Discussion Registration for the Congress

**IMPORTANT:** Abstract presenters who have not completed their registration or have not emailed the Congress Secretariat to confirm any possible special circumstances by **13 February 2024, 23:59 CET**, will be removed from the Congress scientific program and abstract publication.

In order to register to the congress, please [click here](#).

If you have any question, or further information, please contact us at: [auto\\_abstracts@kenes.com](mailto:auto_abstracts@kenes.com)

## Guidelines:

- Timings will be strictly adhered to by the session

chairs. Please be considerate and keep to the scheduled times to allow all speakers the opportunity to present their work.

- Oral Discussion Presenters are expected to attend Autoimmunity 2024 Congress in person and present their presentation at the Congress venue in their allocated session.
- If you will not be able to travel to Ljubljana, please contact the Autoimmunity 2024 Congress Secretariat at [auto\\_abstracts@kenes.com](mailto:auto_abstracts@kenes.com) as soon as possible.
- The Oral Discussions will also be available at the E-Poster Station Screens during the congress at the venue and the Congress Mobile App.

## Oral Discussions Guidelines

Oral Discussions Presenters were contacted via email and received a dedicated link to upload their presentation.

### **Please note that:**

- Only Oral Discussions presentations of registered presenters will be displayed in the E-Poster station area and online gallery.
- Extended Deadline for uploading your presentation: **06 May 2024.**
- By uploading your presentation, you agree to have it published on the Autoimmunity 2024 Congress website and mobile app for the duration of 3 months following the Congress.

### **Technical Specification for Oral Discussions Preparation**

Please upload your presentation as a **PDF file in landscape orientation.**

**File Format:** PDF format, 1 page. Please [click here](#) to see a landscape presentation template.

- The E-Poster of the Oral Discussion presenters should include 1-3 conclusions listed (not more than 3).
- We request you not to add too many graphs to the presentation.
- Abstract Title: should be in bold letters at the top of the presentation.
- **Orientation:** Create your document in PowerPoint Landscape Layout 16×9 and save it as a PDF file or create your document in PowerPoint Layout and save it as a PDF
- **Font types:** Arial, Calibri, Verdana Times New Roman or Helvetica.
- **Font size:** 11 points or larger
- Hyperlinks, animated images, animations and videos are **not** permitted
- QR Codes may be included
- **Images and tables:** At least 200 dpi – good picture quality is essential;
- When inserting images, photos, tables, etc., use copy-paste. Do **not** use embedded documents
- Avoid overlapping objects and layers – only the final view/status will be visible
- When saving your PDF please do **not** use symbols or special characters (ie. +/@/ü) in the file name
- **File size:** Less than 5 MB

\*If you wish to make changes, please log back in, and click on the “Edit Files” Button and click submit afterwards. Updates can be done by the deadline.