

## ICAVET Presentation guideline

1. Prepare your slides as a PowerPoint file or a PDF.  
Name the file as: name of the group leader\_ title of paper
2. You have to load your presentation onto the computer for better transition between speakers.
3. The speaker must be ready 10 minutes before the presentation begin.
4. The order of the presentation will be determined by a draw
5. The time allocated for a presentation is 10-15 minutes presented by the group leader
6. Discussion and Q&A session with the jury for approximately 15-30 minutes after the presentation.  
All team members can provide feedback to the judges.
7. The PPT template can be downloaded on the website <http://icoh.fkh.ub.ac.id/icavet/>
8. Slide content instruction:
  - a. The first slide – Authors, Institution, Title
  - b. Next slide is introduction, followed by idea and the last is conclusion
  - c. Maximum number of slides: 10
9. The PPT must be sent to [icoh.fkh@ub.ac.id](mailto:icoh.fkh@ub.ac.id) before October 13<sup>th</sup> 2020 09.00 PM (GMT+7). (Subject: PPT paper competition\_leader name)
10. In order to avoid any problems, please read carefully the instructions bellow:
  - a. All videos or animations in the presentation must run automatically
  - b. Prepare your camera and audio well
  - c. Make sure the browser is updated
  - d. Virus protections are needed to be paused/disabled before the start, if not will distract the camera.

Thank you and Good luck!