



# Rio Symposium on Atomic Spectrometry

6 – 11 October 2019 · Mendoza, Argentina

## Guidelines for oral and poster presentations

### *Oral presentations*

- All presentations should be presented in .ppt or .pptx format, without exceptions, in a flash drive.
- Maximum presentation time will be of 15 minutes for oral exposition + questions and discussion.
- All authors should be included in the presentation.
- High-resolution images should be used, if included.
- If working on an Apple computer, transfer to Windows format should be performed prior to the delivery of the file/s to the technical operator which will be located in the session room, in order to avoid unexpected formatting modifications. Computers running on Windows will be used during oral presentations.
- The presenting author must deliver the file/s at least 2 hours before her/his scheduled presentation time to the corresponding technical operator. This time frame is required in order to test the presentation and to make any adjustments, if necessary.
- If the presentation includes videos, these should be loaded as .mp4, ideally. If not, .avi is also acceptable.
- If videos are included in the presentation (.mp4 or .avi format), your flash drive must include a folder containing: 1) your .ppt/.pptx presentation and 2) the source video, previously loaded in the presentation.
- Your presentation file should not exceed 15 MB in size.



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## *e-Poster presentations*

A novel concept that will be introduced in the 15<sup>th</sup> Rio Symposium on Atomic Spectrometry is the Electronic Poster or e-Poster. An e-Poster uses a large monitor and computer to display multimedia versions of posters. It gives an opportunity to more effectively convey information that would not necessarily be possible with a traditional printed poster. It also enhances visualization to attract interest of attendees. This method of presentation may change the way conferences conduct poster sessions in the future and is part of a sustainability effort from the Organizing Committee to certify the 15<sup>th</sup> Rio Symposium as a *Green Meeting*.

- All e-Posters should be in 16:9 size ratio (vertical page layout; width: 14.29 cm, height: 25.4 cm). To avoid any projection problems, all text and figures should be placed inside the area defined in the blank .ppt template provided.
- Each e-poster will be sequentially projected for about 30 min; however, each presenting author must be next to the poster screen during the whole poster session to answer any questions from participants or judges (90 min total). Please pay attention that only posters presented orally will be considered for prizes.
- e-Posters must be sent by e-mail to: [resumenes@sbcongresos.com](mailto:resumenes@sbcongresos.com) before **September 30**, to test them and ask for any adjustments that might be necessary. The file name should be the abstract identification code alone (e.g. AAS09.pptx). **The abstract identification code can be found at the beginning of the file name of your acceptance letter**  
(for example: **AAS09**\_Letter\_abstract\_acceptance\_Welz.pdf)

The presenting author must ensure that the file is received. Reception confirmation e-mails will be sent.

**Posters received after September 30 will not be included in the conference.**