Instructions for Oral Presentations, Free Communications and Clinical Trials in Parallel Scientific Sessions

Thank you for presenting at the 15ᵗʰ World Stroke Congress.

This page is designed to prepare you for your oral presentation at WSC 2023. Please visit the page regularly for updates on technical requirements, deadlines and general information.

Who are these guidelines for?

- Invited Speakers presenting in parallel scientific sessions.
- Presenting authors of abstracts selected for Free Communication Abstract presentations in Parallel sessions.
- Presenting authors of abstracts selected for Clinical Trial Abstract presentations in Parallel sessions.
- Please refer to the [scientific program](#) for further details on your session type.
- Information regarding preparation for Short Communication presentations and e-Posters for e-Poster viewing can be found [here.](#)

Please Note: For invited speakers and abstract presenters in Free Communication sessions, presentations **must be uploaded in the Speaker's Ready Room**, per the guidelines below. **You are unable to present from your personal computer.**

Your Schedule:

- The preliminary scientific program can be viewed on the Congresses website [HERE.](#)
- To view your entire schedule please access the [general search](#) and search for your last name.
- All the sessions in which you are involved will appear, including the session title, date and time. Please make sure to check the online program regularly for updates as changes may occur.

As an Invited Speaker or Oral Presenters in a Free Communication Session, you will need to:

- Present your lecture or abstract **onsite, in Toronto.**
- Invited Speakers and Oral Presenters are expected to attend the Congress in person and present their lecture or abstract at the Congress venue in their allocated session. If you will not be able to travel to Toronto, please contact us at wsc@kenes.com as soon as possible.

All presenters are required to register for the Congress; **onsite**. If you have not yet done so, you may find information regarding registration by clicking [here.](#) For any additional assistance, please contact our registration department at [reg_wsc23@kenes.com.](mailto:reg_wsc23@kenes.com)

Complete a Publication Consent Form:

- As certain halls are being live streamed onto the Congress Virtual Platform, the Consent Form is mandatory for all presenters and moderators at the Congress and completed online in your profile area. The WSC 2023 Congress Organizer will email you your login details and further instructions on completing the form. If you have any questions, please contact us at wsc_abstracts@kenes.com.
- Submit a short biography and photograph (headshot) for the [interactive program](#), [meet the faculty page](#),Congress App and the virtual platform.

- Submitting a photo and short biography is not mandatory, however, it will allow the Congress attendees to get acquainted with your professional background before attending your session.

PowerPoint Presentation Guidelines:

- The first slide of your presentation must be your name and presentation title.
- **Logos, promotional or marketing materials are not permitted to be included in your presentation.**
- Please complete the conflict-of-interest slide found in the PowerPoint template and include it, as the second slide, in your presentation. The template can be found **[HERE.](#)**
- We recommend that you label all slides that include unpublished data with a title: "UNPUBLISHED DATA – DO NOT COPY OR DISTRIBUTE."
- If you combine video clips with PowerPoint; the videos must be embedded as an MP4.

Presentation Layout and Ratio:

- **Format:** Your presentation should be prepared in .PPT or .PPTX format.
- **Ratio:** Please note that the Congress computers in the session Halls are supplied with Office 2019 (at least) and the native ratio of the projection on the screens in the Halls is 16:9.

Important for MAC users

To use MAC presentations on a PC compatible computer, please note that you need to prepare your presentation according to the instructions below, before taking it to the Speakers' Ready Room:

- Convert it to PowerPoint or PDF.
- Use a common font, such as Arial, Times New Roman,

Verdana etc. (Special characters might be changed to a default font on a PowerPoint-based PC).
- Insert the images as JPG. The following file types will NOT be visible on a PowerPoint based PC — TIF, PNG or PICT.

Onsite presentation Slides Upload:

- To upload your presentation, you must bring your slides to the **Speakers' Ready Room** on a USB stick. Signs for the Speakers' Ready Room will be clearly posted at the Congress.
- You are asked to only use the Congress computers in the session halls for presentation purposes. The Congress will not be able to support lecture slides presented on personal computers.
- Please note that your slides must be finalized and ready on the day of your session.
- Please upload your presentation slides in the **Speakers' Ready Room** as soon as you arrive at the venue in the morning and at least **2 hours** before the start of the session.
- If you combine video clips with PowerPoint, please make sure to test it in Speakers' Ready Room during a coffee or lunch break prior to your session and at least **2 hours before** the start of the session.
- In the Speakers' Ready Room, please check with the technician if the sound and picture from the video are transmitted well and repeat the test again during the break before your session in the session hall to avoid technical issues.

Speakers' Ready Room Opening Hours:

- **Monday, 9 October:**   15:00-17:00
- **Tuesday, 10 October:**   07:00-19:15
- **Wednesday, 11 October:** 07:30-19:15
- **Thursday, 12 October:**   07:30-18:45

***Please note**: hours are subject to change

Promotional Toolkit:

To promote your participation at WSC 2023, please refer to our [Promotional Toolkit](#) page. You will find WSC 2023 banners, letterheads and more.