

Guidelines for Sub-plenary (Oral) Presentations:

Due to the hybrid nature of the conference, presenters are expected to strictly follow the time limit allotted. Presentations can be done face to face on-site or online via Zoom.

1. Verify your session assignment and time schedule in the Conference Program. Take note that all sub-plenary presentations (on-site or online) are limited only to **15:00 minutes Talk** and **5:00 minutes Q&A**. **Strictly follow the time limit** to avoid delays in the subsequent presentations. Delays cause inconvenience to your fellow presenters, guests, and other participants. Contact the moderator in your session before the start of the session in case you have questions or clarifications.
2. Use a suitable font size on bright background with dark texts for easy appreciation of your presentation. It is recommended that only a **maximum of two figures** or images be used per slide. Bullet style presentation is preferable.
3. Session rooms are equipped with multi-media projector/display, PC connected to Zoom, and sound system. Bring your USB memory drive containing your presentation slides and copy them to the PC before the start of session. Our recommended file format is Microsoft PowerPoint or PDF. If you prefer to use your own laptop, you are required to **log-in to your personal Zoom account** and output your presentation by sharing your screen. We encourage you to visit your assigned room before the start of session to check if your device connects properly to the Zoom meeting.
4. For online sub-plenary presentations, you may join the sessions on the corresponding Zoom breakout rooms. You may present using **pre-recorded video only**. Online presenters are recommended to submit the copy of their video in <https://tinyurl.com/icnn2022oral> . File name must be in the format "**lastname_icnn2022**" (e.g. santos_icnn2022).
5. For **lecture-demonstration**, materials and equipment must be checked and prepared before the session starts. Online lecture-demonstration presentation must be done using **pre-recorded video only** to avoid unnecessary delays. If possible, share the corresponding manuals to be downloaded by the audience.
6. **Only one** of the authors is allowed to do the presentation. Co-authors are encouraged to be present and may answer relevant questions from the audience.