



Oral / Podium Presentation Guidelines

General Information

1. The oral presentation must not exceed 10 minutes (8 minutes for presentation and 2 minutes for questions). To strictly adhere to the time and ensure there is opportunity for question and answer, the session chair shall facilitate the timing.
2. Presentations are to be given in order on the programme, with no exceptions.
3. Presenters must use the conference powerpoint template.

Audio-visual Equipment

1. The conference hall/rooms shall be supported by audio-visual equipment.
2. Any need for other special equipment must be conveyed to the conference secretariat.
3. The presentation must be submitted to the secretariat one day before your presentation (*Microsoft powerpoint format*) in the memory stick. As back- up on the actual day of your presentation, kindly bring along your memory stick with your presentation.
4. No one will be allowed to use their own laptop for the presentation.

Policy of Non-Commercial Content for All Presentations

Speakers should not promote the services or products of companies during their presentations in the technical sessions of the 8th AFC Medical Conference Kuala Lumpur 2025.

Speakers should only use the Conference PowerPoint template which will be provided by the Conference Secretariat to the speakers/presenters.