

Workshops

Session Information and Guidelines

- Your workshop is a 60-minute session.
- Allocate time for Q&As
- A WABF session facilitator will be present, ensuring the scheduled timeline is followed.
- You do not use your own computer. The session rooms are equipped with a PC and screens. The larger rooms also have microphones and speakers.
- Each room will have a WABF session facilitator for your support.
- Please arrive at least 10 minutes before your scheduled session time and check in with the WABF session facilitator in the room.

Technical Set Up and Upload Instructions

- Submit your presentation at least 48 hours before the conference (9 June at the latest).
- You submit your presentation by uploading your presentation to the following e-mail with subject field "Submission of Presentation": wabf@uis.no
- Make sure to name your file as follows: Contribution ID_PresenterName
Example: ID123_Firstname_lastname.pptx

*Important: If you do not know your contribution ID - use the title of the contribution
For Symposia and Workshops: if you do not know the contribution ID, use the
Symposia/Workshop title (not the title of the individual presentation)*

*The primary submitter is responsible for updating the names of the speakers in Indico,
where the call for abstract was originally submitted.*

Presentation and Slides Specifications

- It is recommended that you use PowerPoint format (PPT or PPTX) in 16:9 ratio
- Font size: A minimum 14 pt is recommended for readability
- Language: English