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# Indo-US Conference on Climate Change Impacts on Occupational and Environmental Health

**CLICON-OEH2025**

**26-28 February, 2025**

## **GUIDELINES FOR ORAL AND POSTER PRESENTATIONS**

### **Oral Presentation Guidelines**

#### **1. Presentation Schedule and Venue**

- Each presenter has been assigned a specific session, date, and time for their presentation
- The schedule has been finalized based on the preferences submitted at the time of abstract submission, and no changes will be entertained
- Sessions have been planned to avoid overlap with plenary sessions, ensuring maximum participation

#### **2. Time Allocation and Structure**

- Presentation duration: **7 minutes**
- Discussion/Q&A: **2 minutes**
- Total time per presentation: **9 minutes**
- Presenters must strictly adhere to these time limits to ensure smooth session flow.

#### **3. Presentation Submission**

- Presentations must be prepared in Microsoft Power Point (.PPTX format only).
- A mandatory presentation template has been provided, which includes:
  - a) Font size specifications
  - b) Slide limits
- Structured format for clarity and impact
- Submission Deadline: **February 15, 2025**
- Presenters must email their finalized presentation by the deadline.
- No updates or replacements will be allowed after this date, including via USB drives, WhatsApp, or email during the session.



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## 4. Presenter Confirmation

- Presenters must verify the spelling of their name and the abstract title, as these details will be used for certificate printing
- If any corrections are needed, they must be communicated by **January 23, 2025**
- If a different listed co-author will be presenting, the author must:
  - a) Be listed in the original submission
  - b) Be registered for the conference
  - c) Provide their full name, affiliation, and email address
- ***Unregistered authors will not be allowed to present, and the abstract will be withdrawn***

## Poster Presentation Guidelines

### 1. Presentation Schedule and Venue

- Each presenter has been assigned a specific session, date, and time for their poster presentation
- Sessions have been structured to avoid conflict with plenary sessions, ensuring maximum interaction
- The poster presentation area will be the venue

### 2. Poster Specifications

- **Poster Size:**
  - a) Portrait orientation
  - b) **3 feet (width) × 5 feet (height)**
  - c) Flex banner format to match the size of standees provided
- **Mounting Process:**
  - a) Standees with two-way tape will be provided.
  - b) Presenters must bring their posters ready for display
  - c) simply stick them on the standees

### 3. Content and Design

- Posters must include the following structured sections:
  - a) Title
  - b) Authors & Affiliations
  - c) Rationale & Objectives
  - d) Methods
  - e) Results
  - f) Conclusions
- Posters should be concise, visually engaging, and include tables, graphs, and images for clarity



#### 4. Presentation Time and Process

- Poster presenters must stand beside their posters during their assigned session
- Judges will visit each poster, and presenters should be prepared to explain their research and answer questions
- Each poster presentation will last 7 minutes, followed by 2 minutes of Q&A
- Judges may interrupt at any time to ask questions

#### 5. Presenter Confirmation

- Presenters must verify the spelling of their name and the abstract title, as these details will be used for certificate printing.
- If a different listed co-author will present, they must:
  - a) Be included in the original submission
  - b) Be registered for the conference
  - c) Provide their full name, affiliation, and email address
- Unregistered authors will not be allowed to present, and the poster will be withdrawn.
- The final presenting author's details must be confirmed by **January 23, 2025** through emails received by them from [clicon2025abstracts@gmail.com](mailto:clicon2025abstracts@gmail.com).

### General Guidelines for All Presenters

- Strict adherence to the schedule is mandatory. No changes to session time, date, or modality will be entertained.
- Professional conduct is expected throughout the presentations.
- Presenters are responsible for ensuring their presentations and posters comply with the provided guidelines.
- Should you have any questions or require further clarifications, please contact the Scientific Committee of CliCON-OEH2025 on [clicon2025abstracts@gmail.com](mailto:clicon2025abstracts@gmail.com)

**We look forward to your valuable contributions and an engaging exchange of ideas at CliCON-OEH 2025!**