



# EGF 2026 **THEATRE** Presentations

## **Duration of presentations**

Short oral presentations: 10 min + 3 min for Q&A

Keynote presentations: 20 min + 8 min for Q&A

## **Technical room set up**

Projector with a screen

Laptop with Microsoft Office

Laser pointer / clicker

Microphone on the podium

Timer

Please note there will not be an option to use your own laptop to present during the symposium.

## **Presentation preparation and submission**

All oral presentations shall be prepared using PowerPoint software.

Preferable format: 16:9

If you plan to insert a video in your presentation, please inform the EGF2026 office (teresacarita@sppf.pt; 00351 964442687) about it in advance.

All authors shall submit their PowerPoint presentation via an individual link that will be issued by the EGF2026 Office (egf2026@sppf.pt) to all accepted authors. WeTransfer can be used if file is too large. Presentations shall be uploaded no later than April 6<sup>th</sup> 2026.

Just in case, please also bring a copy of your file with you on USB to the general meeting.

## **During the general meeting**

If you would like to check if your presentation works ok, please make the organising team aware ahead of the start of your session.

PowerPoint presentations will be opened by the technical team in "Presenter View" mode.



If you have any questions before your presentation please contact a member of the organising team.

### **Chairperson**

Each session will be chaired by a chairperson who will introduce the speakers and initiate discussion. The chairperson will ensure that timings are strictly respected.