

## TECHNICAL GUIDELINES

Your presentation will have to be in **POWERPOINT** in the **standard size of 4:3**

- **If your presentation uses digital video file**

**Please use DivX 5, WMV or AVI format** and check that they are saved in the same directory as your PowerPoint file and adapt the link if needed (ex below):

```
[Folder]
|--my_file.ppt
|--movie_1.avi
|-- movie_2.avi
```

- **If you have a video file on DVD**

Please be aware that the video will have to be converted by our technician.

In that case, you will be requested to come to the preview area **at least 2 hours before your session.**

- **If you are using Macintosh**

Please make sure to bring the original files with you (pictures, videos).

Please insert the images with the menu "Insert --> Image --> from a file", because if you simply cut & paste, the picture is hidden on PowerPoint PC.

- **Selection**

Selection will be announced end October at the latest. If you are taken (for an oral or E-poster presentation), it is not necessary to send us back your Powerpoint. The file you submitted will be used.