ANH2019
ORAL PRESENTATION GUIDELINES

Congratulations on being selected to give an oral presentation at the 4th Annual Agriculture, Nutrition & Health Academy Week research conference at the Westin Hyderabad Mindspace from June 24-28, 2019, in Hyderabad, India! Please read these guidelines carefully. They have been prepared to help you deliver a strong and effective oral presentation. Questions? Please contact ANH-Academy@lshtm.ac.uk.

FORMAT

Between 60 and 90 minutes, each oral session features 3-6 abstracts organized around a common theme. A Session Chair will introduce the presenters and facilitate the Q&A with the audience. Instructions on how to find the date, time, and location of your session can be found below. Please arrive in the room for your designated session at least 10 minutes prior to the start. To accommodate more oral presentations at ANH2019, half of the oral sessions will run in parallel. A prize, based on popular vote, will be awarded for the best oral presentation at ANH2019.

Oral presenters are not restricted to using PowerPoint or other presentation software. If you would prefer to present your abstract in a storytelling style, like a TED talk or Pecha Kucha, we welcome and encourage such innovations. Please just communicate your plans to ANH-Academy@lshtm.ac.uk by **Sunday 16 June.**

INSTRUCTIONS

Speaker profile: The programme for ANH2019 is hosted through the official event app, through which a basic profile for all speakers has been set up. Within this you will find the details of your presentation time, date and location. We now invite you to populate your speaker profile with your information. Instructions have been sent in an email to you. If you have not received this, please first check your junk mail box. If it is not there, please get in touch with us.

Timings: Oral presenters have a total of <u>10 minutes</u> to present their work. Someone sitting at the front will signal when you have 2 minutes and 1-minute remaining. Presentations that go beyond 10 minutes will be cut off by the Session Chair. Keeping to the schedule timings is critical to the overall success of the conference. After all the presentations, each session will have up to 30 minutes for Q&A with the audience.

Slides [if using PowerPoint or other presentation software]: Up to 16 content slides will be allowed. Please do not use a font size smaller than 20 for text; a font size of 28 or 32 is easier to see from the back of a large room. All presentations must run on the Windows operating system. Presentations will be projected in 4.:3 format.

Slide submission: Please upload your conference presentation via the speaker profile set up for you (see the guidance email previously mentioned). All presentations must be uploaded to this online portal by **Sunday 23 June**. Unfortunately, in order to avoid technical issues, failure to meet this deadline will result in removal from the programme.

During ANH2019, all oral abstract presenters are encouraged to visit the *Speaker Ready Room* **the day before their presentation** to review their presentation. Once you have viewed your presentation, it will be sent electronically to the meeting room in which you are presenting.

Please note that the organizing committee shall not be held responsible for any technical issues occurring due to late communication.

OTHER IMPORTANT DETAILS

Session room equipment: Each room is equipped with standard equipment, including a standard podium with a microphone, podium laptop, pointer, projection screen, and projector.

Consent: The event will be filmed, and photos will be taken. In accordance with the European Union's General Data Protection Regulation (GDPR), please indicate that you acknowledge and understand the terms by following this link.

Social media: The official event hashtag is #ANH2019. Please join the conversation. Please also add your your Twitter handle to your speaker profile so we can include this in the programme and social media toolkit.

Abstract booklet: All abstracts accepted for oral presentation at ANH2019 will be published in the abstract booklet, which is posted on the ANH Academy website. A limited number of hard copies will be available during ANH2019.

TIPS FOR PRESENTING
- **Do** focus on key elements of your research, such as study design, methods, findings and implications/relevance for agriculture-nutrition-health pathways.
- **Don't** spend time on a detailed introduction or description of the country in which the study has taken place.
- **Do** practise your presentation several times in advance to ensure you can clearly communicate your research within 10 minutes. It is discourteous to your audience, the Session Chair, and the other speakers to exceed your allotted time.
- **Don't** cram slides full of text. Instead, use them as visual aids to support what you are talking about. Remember: less is more!

   Useful links to presentation advice can be found here, here and here.

Open to learning new tips and tricks to improve your presentation?

The ANH Academy is offering a webinar to help presenters fine tune their research communications skills. The online session, run by Jamed Falik, IFPRI's Visual Design and Production lead, will provide insights and suggestions on enhancing your presentation.

The webinar will take place on 1 May at 3pm UK BST
Sign up here
(The webinar will be recorded and published on ANH-Academy.org)