



# 17<sup>th</sup> Panhellenic Symposium on Catalysis

8 – 10 October 2024

Aliathon Resort, Paphos, Cyprus

## Guidelines for Oral Presentations

### Duration:

**Plenary Lectures:** 60 minutes total (presentation)

**Honorary Keynote Lectures:** 60 minutes total (intro, 40 min presentation, honour)

**Keynote Lectures:** 35 minutes total (30 min presentation + 5 min Q&A)

**Oral Presentations:** 20 minutes total (17 min presentation + 3 min Q&A)

**Flash Oral Presentations:** 7 minutes total (5 min presentation + 2 min Q&A)

To ensure the session stays on schedule, we kindly ask that you complete your presentation within the allotted time. Please inform your session chair of your attendance before your session begins. If an oral presentation is cancelled at the last minute, the session schedule will remain unchanged.

### Equipment:

The conference room will be equipped with a PC running PowerPoint (MS Office) and an LCD projector. A laser pointer and wireless microphones will be available. No additional equipment will be provided or supported by the conference organizers.

### Submitting PowerPoint Files:

We encourage you to submit your PowerPoint files via email ([michael\\_vasiliades@hotmail.com](mailto:michael_vasiliades@hotmail.com)) by Friday, 4 October 2024. This will allow us to preload your presentation onto the conference computer. If you prefer to submit your files on-site, please inform Dr. Michalis A. Vasiliades. You should transfer your file to the conference computer during registration or by 08:30 for morning sessions and 13:30 for afternoon sessions on the day of your presentation.

To prevent delays, please note that using personal laptops for presentations will not be allowed. Ensure your presentation is saved on a USB drive for transfer.

Your presentation will be available for review on the day of your session between 08:20 and 08:40 and during coffee and lunch breaks.