



Instructions for oral presentations

1. The time allowed for your presentation is 10 minutes and 5 minutes for discussion. The session chair person(s) will see to it that your allowed speaking time is not exceeded and that adequate time for questions and answers remains. Please note that your presentation should contain a maximum of 14 slides (9-10 for text and 4-5 for graphics).
2. As every session will be introduced by a chairman, abstract presenters are asked not to use too many slides for introductory purposes. The chairman will use the presenters PowerPoint presentation to compose the introductory presentation.
3. At the start of each oral session the chair will give a 10 minute introduction on the subject of the session. For this your presentation is of the utmost importance. Therefore, it is pivotal to send in your final presentation as an email attachment to the Symposium secretariat at diabeticfoot@congressbydesign.com, **before Friday April 26th 2019**. Also, every session will be closed by a 5 minute summary by the chair.
4. The title of your paper in the final program must be identical to the title of your submitted abstract.
5. The names and affiliations of all contributing authors and any grants received in regard of the work described may be acknowledged at the end of your presentation.
6. The use of generic drug names is encouraged. The identity of experimental agents should be disclosed by means of brief descriptions, structural formulas and/or full chemical names. Please be advised that ISDF2019 is attended by both prescribers and non-prescribers, so any form of promotion of prescription medicines is not allowed.
7. The only allowed type of presentation will be PowerPoint. We will upload your presentation on the laptop provided in the meeting room. Please be advised that the projection in all meeting rooms at the World Forum is 16:9.
8. You are requested to report to the Speaker-Ready Room at least 60 minutes prior to the start of your session, but preferably earlier, to make sure that your presentation will be ready for undisturbed projection.
9. You are requested to report to the podium in the lecture room 10 minutes prior to the start of your session to meet the chairpersons and to receive some final instructions regarding slide projection.
10. The abstract's first and presenting author of an oral, scheduled for presentation at ISDF 2019, that without notice is not displayed at the symposium, will be barred from having abstracts accepted for the next ISDF symposium.

We look forward to meeting you in May. Please don't hesitate to contact the Symposium secretariat at diabeticfoot@congressbydesign.com, if you have any questions.