

INSTRUCTIONS TO AUTHORS for the preparation of Speaker Presentation

Presentations must be submitted by the 30th of October, 2017

Kindly upload through your registered account
website: <http://icomosga2017.org/call-for-papers/>

GENERAL INFORMATION

- Decision to accept speaker presentation by Scientific Committee is final.
- Selected speaker will be given a total of 15 minutes to present.
- Size and position of logos provided in presentation template should NOT be changed.
- Presentation has to be an original work and cannot be replicated.
- Particular attention has to be paid to reference all sources and cite any works by other author(s)/ professional(s).
- The onus of correctly representing and referencing information, figures etc., lies with the author(s).
- The presentation should be named in the following format:
Surname of author(s)_ST0X_ppt
- **Slide Size:** The slide size should be adjusted to A3 (297X420 mm) and FOLLOWED throughout.
- **Language:** English (or French for presentations accepted in French).
- **Font:** All text to be in Arial ONLY.
- **Font Size:** All font sizes and position of text are mentioned on the template and should NOT be changed.
- **Presentation Length:** The presentation length should not exceed 30 slides including introduction, reference and conclusion.
- **Refer to .ppt format for speaker presentation as attached.**
- **Contact us:** If you are not clear about any of the instructions or would like further information on formatting, please contact the co-ordinator at:
GA2017-Symposium@ICOMOS.org

TITLE SLIDE

- **Title of presentation:** Should be size 40 points, CAPITALS, normal and centrally aligned.
- **Symposium sub-themes:** Should be size 24 points, bold, left aligned.
- **Author(s):** Name surname¹, should be size 18 points, normal and centrally aligned.

- **Affiliation:** Institution, Country, e-mail (should be size 16 points, normal, centrally aligned). Do not include complete postal address.
- **Paper id:** Should be size 16 points, normal and centrally aligned.

PRESENTATION SLIDE(S)

- **Title:** Should be size 14 points, bold, left aligned.
- **Slide sub-title:** Should be size 20 points, normal, left aligned.
- **Paper id:** Should be 14 points, bold, left aligned.