



5th International

# Fetal Growth Meeting

TORONTO, CANADA

November 17 – 19, 2016

## INSTRUCTIONS FOR ORAL PRESENTERS

**Oral Session Times:** There will be **TWO** ORAL SESSIONS the first on **Thursday 17<sup>th</sup> November 2016** (11 a.m. - 12 p.m.) and the second on **Friday, November 18<sup>th</sup>, 2016** (11 a.m. – 12 p.m.). Each will consist of four selected presentations (10 minute presentation and 5 minutes for Q & A). These sessions will part of the main sessions in the Salter Auditorium in the Gilgan Research Learning Centre.

### INSTRUCTIONS:

- Each oral presentation is 15 minutes: **10 minutes** for the presentation and 5 minutes for questions. **Please note that we will adhere strictly to these time limits!**
- **Please note the following**
  - 1<sup>st</sup> Slide: Will be your **TITLE SLIDE**, and will be projected as you are introduced.
  - 2<sup>nd</sup> Slide: will be titled **DISCLOSURE** and should say “none” for no Disclosure(s), or should list your relevant Disclosure(s).Again we can stress strongly enough that you have **only ten minutes** to present. Please make sure that you DO NOT exceed this time limit.
- Please provide us with a copy of your final presentation, in **PowerPoint**, **NO LATER than 4 p.m. on Tuesday November 15<sup>th</sup>, 2016**. Please email in **PowerPoint** to Melanie Audette at [m.audette@mail.utoronto.ca](mailto:m.audette@mail.utoronto.ca)
- Because of time constraints, **ALL presentations will be preloaded to the main desktop (no exceptions)**. We will not permit connecting a laptop to give an oral presentation. We will be prepared to link 1-2 videos (if needed) within your presentation, sent within a folder containing your powerpoint presentation. You may review your presentation at the reception desk in advance of your oral session.  
*Your presentation will be pre-tested by the audiovisual staff and ready to go on the appropriate day.*
- If your presentation file(s) exceeds 5MB, please contact Elizabeth Gan [Elizabeth.Gan@sinahealthsystem.ca](mailto:Elizabeth.Gan@sinahealthsystem.ca) and she will send you a **large file transfer link**

If you have any questions, please contact Elizabeth Gan ([Elizabeth.Gan@sinahealthsystem.ca](mailto:Elizabeth.Gan@sinahealthsystem.ca)).