

14th World Congress of Bioethics and 7th National Bioethics Conference
On 5-7th December, 2018
@St. John's National Academy of Health Sciences, Bengaluru

Guidelines for presenters in Rapid Round Table sessions

The Congress has scheduled 17 parallel tracks for oral presentations, 4 parallel tracks for rapid round presentations and 17 parallel tracks for workshops/symposia each day. There will be 98 poster presentations as well. Thanks to all of your enthusiasm, we have had tremendous response for the Congress with more than 500 abstracts submitted and nearly 400 abstracts selected across the formats of Oral, Rapid Round, Symposia and Posters. You will appreciate that we want to organize all these presentations as efficiently and smoothly as possible. We request you to check for accuracies and let us know of any issues. Also please read these instructions very carefully.

Your presentations

- **A Speakers Service Center** is available during the whole conference.
- All speakers/ presenters with a power point presentation **MUST arrive at the venue allotted 15 minutes before the start of the session load their presentations in the computer installed at the Venue.** There will be technical assistance in case you need help.
- There will be volunteers who will help you to find your room in case needed and will supply you with all information needed at the registration desk.

Time allocation and parallel session plan:

- Each parallel session will be of 90 minutes.
- There will be 8-9 paper presenters in each parallel track. Some sessions may have 1 presenter less or more depending on the clustering of the themes
- **Each presenter can speak up to a maximum of 6-7 minutes.**
- There will be about 20 minutes for discussion at the end of all presentations to take questions from the audience.
- Each parallel track will be guided through jointly by a pair of co-chairs. Both of them will have 5 minutes each to make interventions. Co-chairs will introduce speakers, invite them to deliver keynote addresses, will steer discussion and will be time keepers.
- There will be 2 volunteers to offer any other assistance that will be required during the session.
- There will be a rapporteur for documenting deliberations for conference reporting, writing and other similar purposes relating to dissemination of the conference proceedings.

Additional Information on video files in PowerPoint

Given the short duration of the presentation, the use of video files in PowerPoint may not be possible, if needed so, with some strict guidelines.

Internet linking directly of an online video/link may not work always at all venues. So please carry a copy of the video files separate from the PowerPoint.

PowerPoint will support the following extensions of video files: avi, wmv, mpeg..

Thank you very much in advance for your enthusiasm, patience and cooperation.

Kind regards,

Congress Organising Committee, 14th WCB and 7th NBC