



ESPLAT 2021: Instructions for presenters

Overall information

Due to the digital format of this year's ESPLAT conference, all contributions will be held online (**live via ZOOM sessions**). There is no need to create videos of oral presentations. Only posters need to be submitted prior to the conference (see below). However, the speakers should **ensure the technical requirements** are in order to provide a smooth live presentation via zoom. All conference contributions should be based on **PowerPoint presentations**. In addition, each speaker should **switch on his/her webcam** in order to be visible for the audience while they are presenting.

Instruction for different types of contributions

1. Oral presentations (research papers, reports):

Please prepare your presentation in PowerPoint or a comparable program. Presenters have 12 minutes for the presentation itself, followed by 3 minutes for questions. When presenting, make sure to **switch on your webcam** in order to be visible for the audience.

2. Symposia:

Each symposium is scheduled for 90 minutes, allowing a maximum of 4 presentations and one discussion. Each presenter has 12 minutes of presentation time, followed by 3 minutes for questions. A (self-)appointed chair should act as a timekeeper.

3. Posters:

Posters need to be submitted as a PDF file by September 1st via email (esplat2021@uni-heidelberg.de). A typical structure for a poster can be seen here: <https://convention.apa.org/blog/rethinking-the-science-poster>. Each poster will be displayed in a virtual room where it will be accessible for the duration of the conference. During poster session (indicated in the conference program), the first authors should be available in these rooms for questions and discussions.

4. Discussions:

Each discussion round is scheduled for one hour and can be freely organized by the authors.