

**Second IEEE and ACM Collaborative
International Conference on
Emerging Trends in Information Technology and
Engineering (ic-ETITE'24)**

February 22-23, 2024

INSTRUCTIONS FOR PRESENTATION OF PAPERS

Oral Presentation Guidelines

- The oral presentation for the conference has been **allocated 10 minutes** of effective presenting time, plus 2 minutes for Q/A and a 1-minute turnaround time between presenters.
- Authors should prepare oral presentations to effectively deliver their message, including an outline of key principles, facts, and outcomes.
- To ensure a seamless performance during your session, please consider the following instructions:
 - Arrive 15 minutes before the session starts and introduce yourself to the session chairs.
 - All conference rooms will be equipped with a video projector and a PC. Authors are not permitted to use their laptops which eliminates unnecessary time breaks between papers.
 - Bring your presentation on a USB memory stick in MS PowerPoint format and upload it to the Session Room computer 15 minutes before the session starts. You can also bring it earlier, during coffee/lunch breaks on any of the days before your presentation. A volunteer will assist you with uploading and organizing your presentation materials.
 - To avoid compatibility issues, please follow the guidelines below.

PowerPoint Instructions

- For MS PowerPoint presentations, please use the following versions only: PP 97-2003 (*.ppt) or 2007, 2010 to guarantee that it will be opened successfully on the on-site PC
- We recommend the PPT/PPTX format instead of PPS
- All videos or animations in the presentation must run automatically!

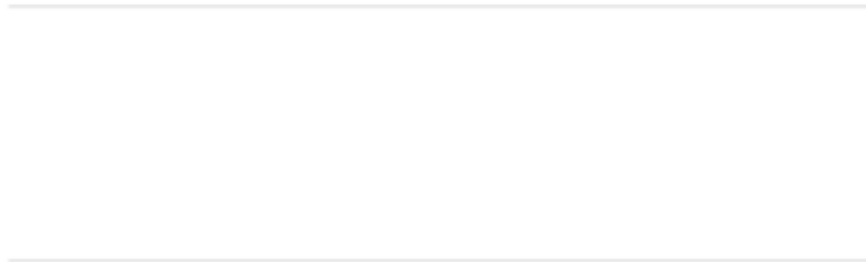
Pictures/Videos

- We cannot support embedded videos in your presentation; please test it with the on-site PC several hours before the presentation. In general, the WMV format should work without difficulty.

- In case your video is not inserted in MS PowerPoint, it is possible to have it in other formats – MPEG 2,4, AVI (codecs: DivX, XviD, h264) or WMV. The suggested bitrate for all mpeg4-based codecs is about 1 Mbps with SD PAL resolution (1024x576pix with square pixels, AR: 16/9).
- In the case of Full HD videos, please let us know quite in advance.

Fonts

- Only fonts that are included in the basic installation of MS Windows will be available (English version of Windows). Use of other fonts not included in Windows can cause the wrong layout/style of your presentation.
- Suggested fonts: Arial, Times New Roman.



Best Wishes!!!