

## Virtual Presenter Guidelines

Speakers must be 10-minutes before the live session connected to test with the technical and logistic committee the correct link to the conference. Previous test sessions will take place this week, then the logistic committee will contact you.

Speakers will log into the screen-share meeting link provided by the Live Stream Technician. Speakers will practice controlling their slides, sharing their webcam, etc.

The duration of the 15-minute presentations (including 2-minute questions), for the accepted proposals. The slides must be in English and the oral presentation in live could be in English (preferable), Spanish or Portuguese.

Slides must be sent to logistic committee ([liz.robles@scalac.redclara.net](mailto:liz.robles@scalac.redclara.net)) Saturday October 2 in .pdf file. Please, in the subject of your email, use the phrase: ***Slides - Contribution [ID]*** and in the .pdf file use the last name of the presenter and the ID of your contribution. For example: **robles\_76.pdf**