



www.wcpccs2017.org

16-21 JULY, 2017
7th WORLD CONGRESS OF
**PEDIATRIC CARDIOLOGY
& CARDIAC SURGERY**
Barcelona



WCPCCS 2017 Oral Presentation Guidelines

Congress Chairman

Sertaç Çiçek, MD
Levent Saltık, MD

Organizing Committee

Alpay Çeliker, MD
Emre Belli, MD
Carlos E. Ruiz, MD
Gil Wernovsky, MD
Gurur Biliciler-Denktaş, MD
Jeffrey Jacobs, MD
Jonathan Johnson, MD
Juan Villafane, MD
Mitchell Cohen, MD
Nazmi Narin, MD
Nazan Özbarlas, MD
Numan Ali Aydemir, MD
Orhan Uzun, MD
Seda Tierney, MD
Ufuk Demirkılıç, MD
Ziyad Hijazi, MD

Scientific Co-Chairs

Alpay Çeliker, MD
Juan Villafane, MD

Scientific Secretary

Mitchell Cohen, MD

Timing of Oral Presentations

- **8 minutes** to present
- **2 minutes** for Q&A

If you are presenting an abstract please sit in the first or second row so as to expedite speaker turnaround time between abstract presentations. In addition, while the abstract is to be presented in 8 minutes we would truly recommend you aim for 7 minutes to keep everyone on schedule. We thank you for your support of the World Congress and are looking forward to your attendance.

Submitting Your Presentation

Speaker Ready Room:

All speakers must check in at the Speaker Ready Room preferably the day before your session to preview your presentation. If you are checking in on the day of your session, please come by at least 4 hours prior to the start of your session. Technicians will assist with the upload of your files and provide the opportunity to preview and/or edit the presentation as necessary. **If you are unavoidably delayed, you must still go directly to the Speaker Ready Room. Do not bring a laptop or other media device directly to the session room.**

Presentation format

Please use 16:9 as presentation format.



[Download a PowerPoint template that can be used at the conference](#)

File size

There is no size limit for presentations uploaded onsite at the Speaker Centre (it is however recommended that presentations do not exceed 500 MB).

Saving of files

For onsite upload at the Speaker Centre the presentation has to be saved on a USB memory stick (which is preferred) or an external hard disk.

Fonts

Do not use special fonts, which are not part of the standard PowerPoint package, as this will cause problems while uploading your file.

Special characters

To avoid any compatibility problems, please do not use special characters (e.g. «, Ö, Ø, ñ, ε, ®, ý, }, {, etc.) to name your presentation or movie files.

When reviewing your presentation in the Speaker Ready Room, make sure all fonts, images, and animations appear as expected and that all audio or video clips are working properly. The computers in the meeting rooms are identical in configuration to the computers in the Speaker Ready Room.



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Bridging together...

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Please also note that Apple Mac computers will be also provided at WCPCCS 2017 meeting rooms and at the Speaker Ready Room.

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During Your Presentation:

Once the presentation is launched, the speaker will control the program from the podium using a Slide navigator.

***If your presentation contains any video or audio, please submit your files to the Speaker Ready Room AT LEAST 24 hours in advance, due to additional processing time that may be required.**

Additional Information

Security:

Speakers are required to provide identification in order to submit their presentation as well as to access it in the Speaker Ready Room. Recording devices such as cameras are not permitted in the Speaker Ready Room. All presentation files are deleted at the end of the conference, unless permission has been granted to the conference association to retain the presentation files.

A/V Contact Information:

For questions regarding oral presentations please email secretariat@wcpccs2017.org

DEKON
CONGRESS & TOURISM

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