Guidelines for award papers presentation for IASGCON-2017, Puducherry

1. Each paper will be allotted 10 minutes, 7 minutes for presentation and 3 minutes for discussion

2. Presenters who wish to have more time for discussion must finish earlier.

3. Chairpersons will strictly adhere to the allotted time of 10 minutes.

4. Only the presenting author may respond to questions from the floor or the chair.

5. Consideration for award may be disqualified if the presenting author exceeds time, or if the senior author answers questions from the floor.

6. There will be three judges who will assess the papers.

7. Selected award session paper authors are required to submit a complete

   " Introduction, Methods and Results section" in **ppt format** with approx. 8-10 slides to the secretariat abstractiasgcon2017@gmail.com (with cc to abstractiasgcon2017@gmail.com; Subject: AWARD PAPER SESSION PPT)

Which will be passed on to the chairpersons/judges so that some preliminary study can be done before the actual presentation and to allow for a more fair and complete evaluation of the work. This should be sent latest by **30th June 2017**.

8. Presenters are advised to take note of the following:

a. Stick to the point

b. Long winded introductions or literature reviews are unnecessary

c. Concentrate on the data being presented and their interpretation

d. Keep a writing pad handy to take down questions, so that they can be answered without omission

9**. Guidelines for power point presentation**

Stick with the fonts that come installed with Windows:- Arial, Calibri, Verdana, Times New Roman, Tahoma has got better readability than any other fonts available in windows. Avoid fonts smaller than 20 pt. because they will be too difficult to read. Avoid busy or cluttered slides. Keep a "Safe Area" around the edge of each slide because the images projected on screens is less than what is displayed on a laptop or desktop screen and material at extreme edges may be lost. Use colors that complement each other, using a light-colored font on a dark background and a dark-colored font on a light background. Know the transitions, you have used in the PowerPoint, to understand if they are automatic or need to be clicked.

10. In case of any clarifications please write email titled as '**Award Paper Presentation Query** 'to abstractiasgcon2017@gmail.com.