

1. Regular presentations are 12 minutes plus 3 minutes for questions.
2. Invited presentations are 25 minutes plus 5 minutes for questions.
3. The operating system at L.I.T. is Windows XP.
4. Documents should be in Microsoft Office format.
5. Please test your files completely on a different computer than the computer on which they were generated. This is to ensure that the presentation runs smoothly and that all links and files work correctly.
6. All files should be saved to one location i.e. Memory stick/USB pen.
7. Please check your Memory stick/USB pen for viruses!!!
8. If you intend to use any software other than Microsoft Office we need to know as soon as possible in case we need to load it onto our computers.

Important Notes for Uploading Abstract and Presentation:

You will need to upload your abstract (max 300 words) online as a word document when you register.

You can upload your presentation after registration. The desk will notify you of instructions on same.

You will not be able to upload your presentation in the theatre on the day of the presentation.