

# environ 2019

## Instructions for Oral Presentations at ENVIRON 2019

Thank you for offering to give an Oral Presentation at ENVIRON 2019 in the Institute of Technology Carlow from April 15<sup>th</sup> to 17<sup>th</sup>, 2019. Please follow the guidelines below for preparing and submitting your presentation.

### Preparing your Presentation

- **NB – Content of your presentation:** The Environ colloquium has delegates from different scientific, engineering and humanities disciplines so **please do not assume that the audience are experts** in your area of research. In particular, avoid giving the same presentation as you would give to your subject peers, keep your presentation pitched at a general academic level and emphasise the environmental aspects of your research.
- We would strongly recommend that you include slides in your presentation on (a) drivers for your research – why are you doing this research? (b) target audience – who you are doing it for? & (c) what are the ultimate outputs? (new legislation, new products, etc.). **The concluding slide should explain the relevance of your research to the conference theme 'Engagement for Climate Action', i.e., how could your research could be implemented into actions/policy and what is the current status of the research.**
- Oral Presentations are **12 minutes plus 3 minutes for questions**. Do not exceed the time allocation – it will be strictly enforced. To help you keep to time the chairperson will show you a red card (3 mins to go) and yellow card (times up!)
- Files should be in **Microsoft Office** format **ONLY**. Please test your files for viruses before submitting. When submitting a file use the filename format **'FirstAuthorSurname\_FirstAuthorInitial'** e.g. **Murphy\_J.ppt**

### Submitting your presentation

- In order to facilitate the colloquium organisation we encourage you to submit your presentation electronically beforehand to Environ2019@itcarlow.ie by **Wednesday, April 10<sup>th</sup>**.

- If it is not possible to submit your presentation by Wednesday, April 10<sup>th</sup>, your presentation should be uploaded when you register for the conference. Please ask for instructions when you register. Files should be saved to one location i.e. memory stick/USB pen. Please check your Memory/stick/USB pen for viruses! 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.
- **NB: You will not be able to upload your presentation in the room on the day of the presentation**

### **Giving Your Presentation**

- In the session in which you are presenting **please be present at least 15 minutes before the session begins** and introduce yourself to the Chair of the session.
- Presenters should be aware that a student competition is run by ESAI throughout the conference judging student presentations. The prizes confirmed to date are as follows (with more to follow!);
- ✓ ESAI Best Oral Presentation (€500), sponsored by the Environmental Sciences Association of Ireland (ESAI)
- ✓ Best Soils Presentation (€250) sponsored by Soil Sciences Society of Ireland
- ✓ Best Waste and Resource Management Presentation (€250) sponsored by Chartered Institute of Wastes Management & includes 12-month subscription to CIWM
- ✓ Best Water Related Presentation (€250) sponsored by Chartered Institute of Water and Environmental Management
- ✓ Best Biodiversity Presentation (€250) sponsored by Chartered Institute Ecology and Environmental Management

Each prize also includes a 12 month subscription to Royal Irish Academy journal 'Biology and Environment' sponsored by RIA. Prizes will be presented at the prize-giving at the end of the conference. Winners will be invited to submit an article on their research project to the ESAI Website and the ESAI E-Zine 'Environews' and will also receive publicity from their sponsor.

**Looking forward to seeing you in Carlow in April!**