

Oral Presentation Guidelines

- Each presentation will be allotted a 15 minute time slot, therefore the presentation itself should be no longer than 10-12 minutes to allow time for questions from the audience
- All presentations will be assigned a specific presentation time within one of the oral presentation sessions, this information will be available on the website (www.pennsci.org) prior to the meeting
- Presenters should arrive at least 20 minutes prior to the beginning of their assigned session in order to load their presentation onto the session chair's computer
- A computer (PC running Windows XP or Vista, with Powerpoint 2007 installed) and a projector will be provided
- Please bring your presentation in a compatible format on a thumb drive
- Session chairs will signal to presenters at 10 minutes, and again at 12 minutes – please be respectful of other presenters and cooperate with the session chair to end your presentation in timely manner