



## Presentation Guidelines for WURC-2023

- 1. Each **presenter** has been **allocated 10 minutes** for the **presentation** followed by a **3 minute Q&A**. You must stick to the allocated time.
- 2. All the presenters should use the recommended presentation (PPT) template of WURC-2023 (attached), it also is available at the <a href="https://www.wyb.ac.lk/wurc/">https://www.wyb.ac.lk/wurc/</a>
- 3. Submit your presentation to the WURC-2023 presentation submission portal (the link will be sent to you soon) on or before 19<sup>th</sup> October 2023 at 12.00 noon. This will help us check the compatibility of your file and resolve any encountered issues.
- 4. If any additional materials are included in the presentation such as video clips, those additional materials must be submitted along with the presentation as separate files via the presentation submission link.
- 5. When submitting, rename your file as '[Abstract ID] [Faculty]' and upload it. Supplementary materials need to be named as '[Abstract ID] [Faculty] S1'.
- 6. Presentations should be prepared in **MS PowerPoint**. If any presenter wants to use an alternative software for the presentation, you are welcome with your own laptop. Please, ensure that your laptop is compatible with the other equipment/devices in the technical session room before starting the session. Subsequently, slight changes in the program schedule could be anticipated for effective time usage.
- 7. All presentations should be in-person onsite. The presenting author should present the work orally. If the presenting author couldn't be able to attend the session due to an unavoidable circumstance, a staff member or a postgraduate student of the Wayamba University of Sri Lanka, claiming the co-authorship of the particular abstract should present the work and answer the questions in the Q & A session. If you FAIL to do so, the abstract will be excluded from the proceedings of WURC-2023.
- 8. The presenting authors are requested to be present at the venue **15 minutes before** the start of the session and ensure that your presentation properly works.
- 9. Your corporation will ensure the smooth flow of the session.

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