



2nd INTERNATIONAL CONFERENCE ON OCCUPATIONAL & ENVIRONMENTAL HEALTH

26-28 SEPTEMBER 2014, NEW DELHI
Organized by OHS-MCS & Dept. of Community Medicine, MAMC, New Delhi

Instructions for Presenters (Oral and Posters)

Each session will have a best paper award and will received the certificate of best paper award.

Oral Presentations

1. Use Power point.
2. Only one projector located in the front at the session venue will be available for presentation.
3. Slides should be submitted and self-edited at the Slide Preview/Speaker ready room at least 3 hours before your presentation.
4. There is no limit to the number of slides, but speakers are reminded to stay within the allocated time of 6-7 min depending on the number of presenters in the session with about 1 min of discussion time and you should discuss time allocation with your Chairperson.
5. All speakers should report to the Chairperson at the venue of the presentation 15 minutes before starting the session of your presentation.
6. Please adhere to the time allocation already notified to you.
7. Speakers are requested to remain at the session venue until the Chairperson concludes the session.

Poster Presentations

1. Presentation and discussion will be conducted in front of the respective posters to answer attendee questions.
2. Presenters are requested to put up their own posters in the specified area.
3. **The size of the poster should be 3 ft wide and 4 ft long (height).**
4. The format of the posters is free, but you must consider the following points.
 - A. Papers will be presented in English.
 - B. The title should be capitalized, except for scientific names must be recorded with a combination of upper / lower case italics.
 - C. The authors' names should start with your last name. Underline the name of the author who will present the poster.
 - D. Enter the unit where the work was done and e-mail of the presenting author.
 - E. The poster should contain: Introduction, Objective (s) Methodology, Results and Discussion, Conclusions, References (maximum five).
 - F. The document is recommended to be prepared in Arial format with a minimum size of 24.
 - G. Figures and tables are absolutely necessary and we strongly recommend taking care for the contrast and size.
 - H. The posters will be set with material supplied by the organizers and according to the directions given in the area.
5. Posters should be removed by the presenters themselves. Posters left behind after the specified time will be disposed of by the Secretariat.