Information for Presenters

Oral Presentations
Authors are allocated 15 minutes, ten plus five for questions. Please keep to the time limit to ensure all presenters receive equal opportunity.

Room allocation, running order and Chairperson can be found in the conference app and downloadable programme available via the conference homepage. Please note the running order is subject to change in case of any absences or if papers are better suited in a different order.

Using your own laptop is not a problem but can delay proceedings. We will request that you present last to avoid eating into the session time. Note, this could cut your own presentation time short.

Presentations will not be requested prior to the conference, please bring a copy with you on a USB stick for transferring onto the laptop already set up in the room.
Rooms will be open 30 minutes before each session for you to load (and run through) slides.
All laptops will be cleared of presentations at the end of every day.

Please be in the room and prepared at least five minutes before the session is due to start.

Elevator Poster Presentations
Each elevator pitch is allocated 3 minutes and can be accompanied by slides. Think about 3-5 relevant things about you and your research that you want participants to know i.e. research question, objectives & methods. You can then invite participants to hear more at your poster stand.

Poster Presentations
Each poster must be on view up to and including the last break on the last day of the event.
The mounting board for each poster is 6′ high x 3′ wide (portrait) and can accommodate one A0 poster each side.

Poster boards will be numbered. Your poster number will be the number beside your title in the programme available via the conference app. Velcro fastenings will be provided.

Workshop 90 minutes
Workshops are led by one or more facilitators and should include lots of interaction, objectives and learning outcomes. Participants should work, think and process.

Seminar 60 minutes
This involves more individual thinking, with one or two people opening the seminar with an introduction to the discussion point. This is followed by a full group discussion on the topic, question or idea that has been put forward.

Don't forget to complete the BMJ licence to publish document so that your abstract can be added to a special edition of the BMJ Evidence-Based Medicine Journal.