



**EUROPD**

14th EuroPD Meeting, 3rd - 5th May 2019  
Ljubljana, Slovenia

In association with the Slovenian Society of Nephrology

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## Oral Presentation Guidelines

### PC users

- All presenters with a presentation that was prepared on a PC must check into the Speaker Preview Room (Hall E6 in Level -2) at least **3 hours** prior to their session time in order to upload their presentation. Please bring your presentation on a USB.
- Presentations will not be accepted directly in the session rooms.
- Please use Microsoft PowerPoint, 2013 or 2016 (.ppt) or (pptx) or Adobe Acrobat Reader (.pdf) to guarantee they will open successfully on an on-site PC.
- Use of individual PC laptops is not permitted.
- Only video codec's and fonts as detailed below will be supported.

### Mac users

- Please check into the Speaker Preview Room (Hall E6 in Level -2) at least **4 hours** prior to your session time in order to inform the technical team that you will be presenting from your Mac.
- Please make sure you bring your adapters.

### Preparing your Presentation

**PowerPoint:** Please ensure that your PowerPoint presentation is in 16:9 format.

**Movies/Videos:** Please take steps to compress your videos. Uncompressed videos will take longer to upload and will not be better quality than a modern MPEG-4 codec. We can only accept movies created as MPGs, WMVs, or with the following AVI codecs: H.264, MPEG-4 (Divx, Xvid, or WMVs), Indeo, Cinepack, Techsmith.

Flash content (SWF) is fully supported.

Apple Quicktime formats such as MOV, QT, MP4, or DV files are NOT supported in Windows PowerPoint.