



International Society for Medication Adherence (ESPACOMP)

29th ESPACOMP Annual Conference

Malaga, Spain

13-14 November 2024

ORAL PRESENTATION GUIDELINES

Please read and respect the following guidelines when preparing your oral presentation.

For your Presentation

- All presentations and questions must be delivered in English, the official language of the conference.
- The time reserved for your presentation is 15 minutes and includes 5 minutes to respond questions from audience. The chair will monitor that you strictly adhere to the foreseen time frame.
- During the opening of your talk, please mention if you have any conflicts of interest to declare.
- No specific ESPACOMP template is required for your presentation. You are free to use any presentation template.

Presentation Slides Formatting

If you are using slides to support your presentation, please make sure they are in a compatible format. Please prepare your presentation preferably using MS PowerPoint in PPTX format. The on-site computers will handle Windows versions of MS PowerPoint only.

The format of the screens to be used is 16:9.

On Site Preparation

Depositing your File

Your presentation must be provided to conference organization personnel on a USB stick in the lecture room as far in advance as possible and one hour BEFORE the beginning of your session AT THE LATEST.

In the Lecture Room

You will be assisted by a hall assistant who will show you how to operate your presentation, remote control etc. When the presenter ahead of you takes the stage, please be ready to take your turn afterwards.

Please, do NOT come at the last minute with your own computer, you will NOT BE ABLE to connect it. All presentations must be downloaded beforehand.

Registration

All presenters must register for ESPACOMP membership and conference access before **November 3rd** at the latest. This can be done on the ESPACOMP website (<https://www.espacomp.eu/annual-meetings/>).