

# Oral Presentation

PowerPoint presentations should be prepared using the official template:

[PPT Template](#)

## Guidelines for Oral Presentation

Total 7–10 slides covering the following points:

- **Title:** Times New Roman, Font Size 50 pt, Bold.
- **Author(s):** Full Name in Times New Roman, Font Size 18 pt, Bold and Italics.
- **Author(s) Affiliation:** Name of the Institute, Designation, and Contact Details in Times New Roman, Font Size 16 pt.  
(Indicate the corresponding author with an asterisk (\*) and the presenting author in bold and underlined.)
- **Content Slides:**  
Introduction / Rationale of Study, Methodology, Results, Discussion / Way Forward / Novelty of the Study, and not more than 3 references.  
(Font Size 28 pt)
- The inclusion of tables, graphs, and images is highly encouraged.
- The presentation should be prepared using Microsoft PowerPoint.
- Presenters are advised to practice in advance to ensure adherence to time constraints.
- Ensure that your verbal presentation complements the slide content rather than simply reading from the slides. Elaborate on key points and engage the audience with a clear explanation.
- Use clear, formal, and academic language, and maintain a logical flow of content.
- Maintain eye contact with the audience and avoid turning your back to the screen.
- Presenters are expected to be dressed in formal attire suitable for an academic conference.
- It is advisable to reach the venue at least 15 minutes prior to the session.
- Carry a backup copy of the presentation on a USB drive, even if the file has already been submitted via email.

**Please limit your presentation to a maximum of 7–10 slides (including the title and thank you slides) with a duration of not more than 10 minutes, followed by 5 minutes of Q&A. Your oral presentation schedule will be communicated separately.**

**We would appreciate it if you could email your presentation to [icabbjiit@gmail.com](mailto:icabbjiit@gmail.com) by 15th December 2027, so we can assist with its display during the conference.**

- Mobile phones must be kept on silent mode during the session to avoid disruptions.**
- During the Q&A session, listen carefully to the questions and respond concisely. If unsure, it is acceptable to respectfully acknowledge and defer the response.**
- Presentations will be evaluated based on clarity, content organization, presentation skills, visual appeal, evaluation of results, and overall effectiveness of delivery. Awards will be given to the best presentations.**

**We hope that you have an enriching experience during ICABB 2027.**

**We look forward to seeing you!**

**Best wishes**

**Organizing Committee**

**ICABB 2027**

**Jaypee Institute of Information Technology, Noida**