

Oral Presentation Guidelines

- **Presentation Duration:** Each oral presentation will be allocated 10 minutes, followed by 3–5 minutes for questions and discussion.
- **Language:** All presentations must be delivered in English.
- **Original Work:** Presentations must be based on original research, innovative practice, case studies, or scholarly work relevant to the conference themes. Review papers are also welcome.
- **Presenter Registration:** At least one author must register for the conference and attend in person (or virtually if applicable).
- **Presenter Attendance:** Presenters should arrive at their session room at least 10 minutes before the session begins.
- **PowerPoint Format:** Presentations should be prepared in Microsoft PowerPoint (PPT/PPTX) format only.
- **Submission Deadline:** Final presentation slides must be submitted in Microsoft PowerPoint (PPT/PPTX) format only before the announced deadline to allow technical review.
- **Title Slide:** Include presentation title, author(s), affiliation(s), and contact information on the first slide.
- **Recommended Structure:** Introduction, Objectives, Methodology, Results, Discussion, Conclusion, and Recommendations (around 15 slides).
- **Scientific Accuracy:** All data, statistics, and references must be accurate, ethical, and properly cited.
- **Visual Quality:** Use readable fonts (minimum 24 pt), clear figures, and high-quality images and graphs. Use a clear, professional background and standard font colors (e.g., black, dark gray, or dark blue) to ensure readability and maintain a professional appearance throughout the presentation.
- **Minimal Text:** Slides should highlight key points rather than contain excessive text.
- **Time Management:** Presenters must adhere strictly to the allocated time. Session chairs may stop presentations that exceed the limit.
- **Audience Engagement:** Presenters are encouraged to maintain eye contact and engage with the audience professionally.
- **Question & Answer Session:** Presenters should be prepared to answer questions and discuss their findings with attendees.
- **Ethical Compliance:** Research involving human participants or animals must have received appropriate ethical approval.
- **Professional Conduct:** Presenters are expected to maintain professional behavior and respect differing scientific opinions.
- **Best Oral Presentation Award:** All presentations will be evaluated based on scientific merit, originality, presentation quality, visual design, and response to questions.

Oral Presentation Rubric (100 Points)

Criterion	Weight (%)
Scientific Merit & Quality	15
Originality & Innovation	15
Methodology & Analysis	15
Results and Discussion	15
Presentation Delivery Skills	15
Visual Quality of Slides	15
Response to Questions	10
Final Score	100%

1. **Scientific Merit & Quality:** Evaluates the overall scientific value, significance, and contribution of the research. It considers whether the work addresses an important problem and advances knowledge in the field.
2. **Originality & Innovation:** Assesses how novel, creative, and innovative the research is. Judges look for new ideas, approaches, or solutions rather than repeating existing work.
3. **Methodology & Analysis:** Examines the research design, methods, data collection, and analysis. The methodology should be rigorous, appropriate, and scientifically sound.
4. **Results and Discussion:** Evaluates the quality, clarity, significance, and interpretation of the research findings. The Track Chair assesses whether the results are presented logically and whether the discussion demonstrates a deep understanding of what the findings mean in relation to the research objectives and existing literature.
5. **Presentation Delivery Skills:** Evaluates the presenter's communication abilities, including clarity, confidence, organization, engagement with the audience, and professionalism.
6. **Visual Quality of Slides:** Assesses the design and effectiveness of the presentation slides. Factors include readability, layout, graphics, figures, and consistency.
7. **Response to Questions:** Measures how well the presenter understands the research and responds to the Track Chair's or audience questions. Strong responses demonstrate expertise, critical thinking, and confidence.