



**12<sup>th</sup> Asian Fisheries and Aquaculture Forum  
8 – 12 April 2019  
Iloilo Convention Center, Iloilo City, Philippines**

**Oral Presentation Guidelines**

All regular oral presenters must be registered to attend the 12AFAF.

Oral presenters are allocated 15 minutes for their presentation. This time is to include any questions and answers.

**Please ensure you keep to time** – Session chairs will be asked to be strict regarding timings as 12AFAF has a tight program to accommodate.

Presenters should bring their presentation on a USB for upload onto the 12AFAF venue PCs and laptops on 8 April 2019, 13:00 – 17:30. By 9 April 2019, presentations can only be uploaded in the room where you are scheduled to present, and must be done during breaks, not at the beginning of your session. You **must** upload your presentation at least one parallel session ahead of the one in which you are presenting, but preferably one day before. Please label your presentation file using your surname and first three words of the title of your presentation to avoid confusion between uploaded files.

Do not wait until your session to upload.

Look for your schedule in the 12AFAF program.

**Please give a great presentation!**

- Tell your audience about your work -- what you did, why you did it, why you chose your method and rejected other possible methods, what your findings are; and why they are interesting or relevant.
- Please rehearse your presentation in full and time yourself – 15 minutes allowed.
- Everyone has to be able to see and read everything you show on the slides.

If you need a certificate for your presentation, then request for a note from the Session Chair after the session time. Submit the note to the Certificate Information Desk so that a certificate can be released for you. Certificate release time will be on 11 April 2019, 13:00 to 18:00.

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