

## **CLWA Presentation Guidelines**

### **Presentations must be concise and focused on one of the following questions:**

- What are your institution's areas of research?
- What is your company's corporate strategy for product development or manufacturing?
- What are your institution's current target organizations for potential partnerships and opportunities for growth?
- What are your institution's current strategies for managing emerging infections?
- What innovations in healthcare delivery have your institution pioneered, especially in our limited resource settings?
- How have your institution adapted treatment guidelines and algorithm for chronic non-communicable diseases?

### **Format:**

1. Presenters must be registered attendees of the full conference. Preferential rates are available for showcase presenters.
2. Presentation slots will begin on the first day of the event on a come first come-first served basis of registration.
3. Presenters are responsible to have, for their utilization, any note pages, copies of presentation, pointers, etc.
4. All presenters will be provided 10-minutes presentation time. At the end of 10 minutes, the AV staff may turn off the microphone.
5. Presenters are responsible to confirm presentation times, location of presentation and meet deadlines for providing presentation slides in a final format,
6. Presentation must be in PowerPoint documents, limited to 12 slides including a title slide with the organization's name, presenters name, presenter's title, and main location of the organization.
7. Presenters must provide a short description of the organization, limited to 100 words, location of main office, and name and title of primary and secondary contact
8. Presenters may allow attendees to have written documents provided at a booth for presentation information.
9. There is no Q&A following the presentation. Presenters have an option of sharing contact information on the last slide.
10. Presenters may reserve space for meetings on-site. Meeting space will be on a first-come, first served basis after at least two organizations have agreed to meet.