



TRAUMA CARE ACROSS THE GLOBE:  
Experiences and Avenues

#### World Trauma Congress 2016

3rd International Congress of the World Coalition for Trauma Care & 8th Annual Conference of the Indian Society for Trauma and Acute Care

www.wtcindia2016.org | August 17-20, 2016, New Delhi, India.

#### Organized By:

JPN Apex Trauma Centre, All India Institute of Medical Sciences, New Delhi, India & Indian Society for Trauma and Acute Care (ISTAC), In association with World Coalition for Trauma Care (WCTC)

## **Speaker's guidelines**

- a) All presentations should be made in **MS Office 2010/ MS office 2013**.
- b) Any Fonts and Animations if used which are not a part of the standard MS Office XP pack should be included with the Presentation CD and this should be specified to the Audio Visual in charge at the Preview Room well in advance.
- c) Videos when included should be ideally in .avi or .mpeg and if any other format is used its codec should be also be included.
- d) The medium of storage used by the presenters can be CD, DVD, Flash Drive, USB HDD, PCI MCI card. Also any deviation from this should be informed so that alternative arrangements can be made if possible.
- e) Personal Laptops are not allowed.
- f) All speakers should submit their slides in the Preview Room a day in advance and speakers of pre lunch on the first day should mail their presentations in advance.
- g) Speakers should avoid getting their Data in Pen Drive and should use CD or DVD format and use Pen Drive as backup.
- h) All Presenters for Video Sessions should submit their Video in the Preview Room at Least 6 Hours in Advance and should bring the same in 4:3 ratio.
- i) All Presenters should be available in their respective Halls at least 1 hour before the start of their presentation. Any Presenter not available at his desired slot would not be able to Delay/Reschedule his presentation.
- j) All MAC users are requested to kindly convert their existing presentations into MS-PowerPoint Format, alternatively MAC users unable to do the same should bring their presentation to the Preview Room Helpdesk one day in Advance to facilitate require format conversion.