



**16<sup>TH</sup>**  
**IWA World Conference**  
**on Anaerobic Digestion**  
Accelerating natural cycles with anaerobic digestion



## Guidelines for short oral / poster pitches

" International conference on Anaerobic digestion" 23 - 27 June 2019,  
Delft, the Netherlands

You have been selected to present your poster at the conference. You also have the opportunity to present your poster in a 5 minute oral presentation.

### Poster presentation (printed version)

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The conference has 2 poster display periods:

- Period 1: Sunday 23/6 15.00 – Tuesday 25/6 8.30 hrs
- Period 2: Tuesday 25/6 8.30 – Wednesday 26/6 16.00 hrs.

Each poster presentation will have a registration number, which will be linked either Period 1 or Period 2. The poster registration number will be placed at the top of the display board by the organisation.

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The poster boards will be portrait and the sizes of the boards will be: 144 cm X 97 cm.



If you need two display boards next to each other, a table or electricity for demonstration, please contact us.

If you prefer a computer demonstration you have to bring a computer yourself. The poster room cannot be locked, but you can use a locked room for the evening/night. The organisation cannot take responsibility for damage.

Posters can be attached with drawing-pins (available at the registration desk). Make sure that your poster presentation is not too heavy.

During the conference participants have the opportunity to visit the poster presentations.

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### Poster presentation (short oral/ poster pitch)

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#### Presentation

You can bring your presentation on a USB memory stick. The technician will upload your presentation in the conference room 15 minutes before the session starts (please be on time).

Please use Power Point size 16:9.

#### Briefing

15 minutes before the start of every session, a speaker's meeting with the session chair is organized in front of the conference room, which you should attend. It is the only opportunity for the chairman, the technician and other speakers of your session to discuss last minute details. So please be sure to attend.

#### Duration & set-up

The time you have been allowed for your presentation is 5 minutes. Much attention has been given to the time schedule, so please do not overrun this. The chair is asked to be strict on time management.

Economize your time: **please skip all (!) trivial introductions** as this is a specialized conference.

Moreover, every session is introduced by an invited speaker who is asked to also introduce the topic.

Some further hints:

- Don't explain the set-up of your talk (we all know the standard set-up...)
- Do not introduce AD as a topic... (we know that waste is converted and methane is produced..)
- Immediately focus on your objectives and research set-up; you are dealing with a specialized audience.
- Make clear graphs / legends / figure axis / numbers
- Limit the text on a slide to a minimum.
- Avoid reading slides.

#### Language

The conference language is English. There will be no simultaneous translation facilities.

#### Technical facilities

The conference room contains the following equipment:

- Speaker's microphone
- Audience microphones
- Hand microphones for the chair
- Laptop for PowerPoint (windows XP)
- Screen and pointer
- Beamer

#### Costs

All authors must be able to meet their own expenses and conference fee.