



## SYMPOSIUM 2024 **MICROENVIRONMENT AND IMMUNOTHERAPY OF SARCOMAS**

### INFORMATION FOR PRESENTERS ORAL ABSTRACT PRESENTERS

#### ON-SITE ATTENDANCE

As presenting author, your presence is requested onsite in Bordeaux. You **must register** for the Symposium (free fee): <https://www.eventbrite.fr/e/symposium-2024-microenvironment-and-immunotherapy-of-sarcomas-tickets-810197662017>.

Badge will be to collect at the welcome desk onsite.

#### PREPARATION OF YOUR PRESENTATION

- We strongly recommend the use of the **official CONDOR Symposium 2024 slide template**. Should you choose your own, kindly note that Speaker presentations must not include any commercial promotion such as the use of sponsor slide templates, logos, branding or colours, or any identifiable slide templates from other medical conferences.
- It is required that your presentation strictly adheres to the given presentation talk time, as stated in the **online programme**.
- Please include in your PowerPoint:
  - recommended max 14 slides (including PPT title and DOI slide), for a **12/15-min** presentation
- Presentation must be prepared in Microsoft-PowerPoint(\*.pptx) and PDF, in **16:9 format, landscape orientation**.
- Videos can be linked or embedded. Please remember to send your video files separately if you are using PowerPoint 2007 or older versions, as they cannot be embedded into the presentation.
- KeyNote presentations cannot be accommodated.
- Use high-contrast lettering, and not too much text per page (max. 10 lines or 15-20 words). Make sure that you use high contrast colors for the best definition of your text. Visual material supports your lecture and should not be the transcription of it.
- To avoid any compatibility problems, please do not use special characters (i.e. ", Ö, Ø, ñ, ®, ý, etc.) and please do not use spaces to name your presentation or movie files.



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**TRANSMISSION OF YOUR PRESENTATION**

**Pre-Congress upload:**

We encourage you to transmit to the CONDOR Symposium organization committee ([contact@condorprogram.com](mailto:contact@condorprogram.com)) the slides which will accompany your presentation by **October 2<sup>nd</sup>, 2024** at the latest.

Should you subsequently need to make MAJOR changes, this will be possible. You must inform [contact@condorprogram.com](mailto:contact@condorprogram.com) if a new version is available, so that the Discussant will be advised accordingly.

**On-site presentation:**

- The Symposium technical staff will be responsible for delivering it to the auditorium in time for your presentation.
- The auditorium is equipped with microphone and lectern.
- Personal laptops cannot be used in the auditorium.
- Presentations cannot be uploaded directly on laptop in the auditorium.
- A USB flash drive/hard disk could be used in case of transmission issue **only**.