# Instructions for Paper Presenters

There are two formats for the ICMAC 2027 : Interactive Forum (Posters) and Oral Presentations. Kindly check the conference program on the website (http://icmac2027.itu.edu.pk/)to know the format for your paper.

If no one is available to present your work, you **must** notify the Technical Program Chair as soon as possible(qasim.mehmood@itu.edu.pk) so that it can be withdrawn. **As per IEEE directives, papers that are not presented will not be included in the conference proceedings on IEEE Xplore.**

The accepted papers will be submitted for possible inclusion into IEEE Xplore subject to meeting IEEE Xplore's scope and quality requirements.

## Poster Presentations

The venue for the Posters sessions will be **Main Auditorium**. **It's the responsibility of authors to bring printed posters with them. The poster should be A0 size or approx. 3ft wide and 4ft high.**

Rectangular boards will be provided on which poster can be pasted. Pins / tapes will be provided to fix the poster. The session chair(s) for your session will have a Feedback Form where they will mark whether your paper was presented during the session. If the form indicates that the paper was not presented, it will be automatically withdrawn from appearing in IEEE Xplore. Thus, during your session, please approach the session chair and make sure that he/she has marked your presence.

## Oral Presentations

All oral presentations have been allocated a 20-minute time slot. These 20-minutes must include the presentation, questions, any discussion, and the transition to the next presentation. It is strongly recommended that speakers plan on a 15-minute presentation to allow 4-5 minutes for questions; speakers typically cover at most one to two slides per minute.

Each room will be equipped with a personal computer running Microsoft Windows, Microsoft Office, Adobe Acrobat Reader, and Microsoft PowerPoint. The presentations must be produced and ready to use in .pptx or .pdf formats. The room will have a projection screen, and the computer will be connected to an appropriate LCD projector. **Authors should ensure that their presentations are loaded onto the computer in their assigned room 15 minutes before the beginning of the session.**

Presentations can be loaded onto the computers in the session rooms via USB flash memory stick.

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