



## INSTRUCTIONS TO AUTHORS

Accepted papers (oral, oral flash or poster) could be presented only if at least one author is registered for WasteEng2024.

## INSTRUCTIONS FOR A COMPREHENSIVE PRESENTATION

We invite the speakers to make their best effort to clearly specify the followings during the video presentation:

- context, objectives and originality of their work
- develop and discuss the results obtained
- conclude and draw the perspectives to the work.

## GUIDELINES FOR ORAL PRESENTATION

### >> MP4 Presentation: 12 minutes speaking time

You will need to record the Power Point presentation (audio only), save it as MP4 and transfer it to us ([video@wasteeng2024.org](mailto:video@wasteeng2024.org)) using a service like <https://wettransfer.com>.

#### While recording your presentation

- Speak clearly, slowly and as simply as possible.
- Definitely finish your sentence before switching to the next slide.
- Stick to the time limit allocated to you (**12 min**).

#### How to record and transfer your presentation?

- Create and save your PowerPoint presentation (16/9 format), using our [Template for the Session Presentations](#).
- Go to the Slide Show-tab, select Record Slide Show, then "Record from the Beginning".
- Make sure your microphone is on but your camera is off.
- Record your presentation.
- Save as MP4.
- Please save your file as follows: paperID-speaker first and last name.mp4 (For example: 0001-John-DOE.mp4).
- Transfer the MP4-file to [video@wasteeng2024.org](mailto:video@wasteeng2024.org) using a service like <https://wettransfer.com/>.

#### Limitations

- PowerPoint with sound, saved as MP4
- **Not longer than 12 minutes**
- Not larger than 250 MegaBytes