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***University Student Poster and Presentation Contest***

Presentation Guidelines

# Presentation

1. Each selected author will have the opportunity to present their work to an audience. There is a separate part of the conference agenda for the University Student Contest presentations, so please be ready for a 10-minute presentation with 3-5 minutes Q&A. Your power point presentation’s slide numbers should not exceed 15 as you will be required to stay within the 12 minutes for your presentation. The presentation will have a power point format and will be conducted during the main hours of the Conference starting Tuesday afternoon, April 16th, 2024.
2. **Students should be prepared to answer questions from industry experts and judges from the committee regarding their research work**. You will have various opportunities to address visiting delegates during the poster sessions throughout the conference.
3. The Presentation Contest will be held in person.

# Awards

1. The University Student Contest awards will be presented during the AADE Conference Lunch on Wednesday, April 17th, 2024. Please plan to attend this important aspect of the conference.

**A word about “Commercialism”:** AADE allows some commercial content, but requests that commercial content be very limited. AADE audiences are sensitive to blatant commercial overtones and the overuse of corporate logos and trade names. AADE encourages the author to limit commercialism so that the scientific and technical merit of the subject matter can be portrayed. Specifically, we require authors to:

* + Restrict the use of the company logos and acknowledgements to the **first and last slide only**
  + Restrict the use of trade names to a minimal number of instances

o Recommend using trade names only for the first and last reference to the product or system. Always follow trade names usage with a generic description. Use generic descriptions (in place of tradenames) whenever possible throughout the body of the technical paper and presentation.

# ADVERTISING AND SALES PROMOTIONS IN ANY FORM ARE STRICTLY PROHIBITED AND MAY BE GROUNDS FOR SUBSTITUTING AN ALTERNATE PAPER AND PRESENTATION

**Timetable for Authors:**

* Maintain contact with the Session Chair(s) when advised of identity and acknowledge that you will prepare and present your topic for the conference

# PAPERS DUE: April 1, 2024 (OPTIONAL FOR STUDENTS)

* + Submit an Adobe (.pdf) electronic version of your technical paper formatted using the MS Word AADE Template. This template will be available on the website.
  + Submit copyright form(s) signed by all authors. If you have any questions about copyright, please contact [mdimataris@outlook.com](mailto:mdimataris@outlook.com).

# POWERPOINT PRESENTATION DUE: April 1, 2024

* + Submit presentation in an MS PowerPoint on the AADE template. Only this template should be used.
  + All presentations for a given session will be loaded on an individual computer and flash drive to speed up presentations.
  + Each presentation should be structured to be 20 minutes in length, followed by approximately 8 minutes for Q&A discussion and a 2-minute presenter changeover.

# CONFERENCE DATES: April 16-17, 2024

* + If you must cancel your poster or presentation for any reason, it is imperative that you notify your session chair and the technical program chairs as soon as possible.