

Instructions for Oral Presenter

1. <u>Registration for presenting author</u>

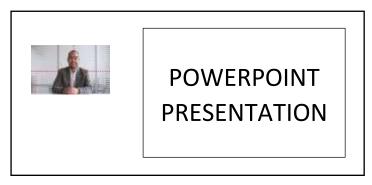
Register to secure your slot by 21 May 2021

- a. Register using the registration link sent to you via email by **21 May 2021**.
- b. Fill in the biodata section and upload a photo of yourself *(file size limit: 1MB)* in the online registration form as the details will be used to introduce you during the event.
- c. Do note that the link is your personal link and is non-transferable. If your colleague is presenting on your behalf, email the Water Convention secretariat at <u>waterconvention@siww.com.sg</u> and we will assist accordingly. Co-authors/additional participants are required to register as a general delegate.

2. <u>Presentation slides</u>

Submit your presentation slides by 21 May 2021

- a. Prepare your 15-minute PowerPoint (PPT) presentation slides in **16:9 aspect ratio** and submit via the registration portal by **21 May 2021.**
- b. The PowerPoint file should be named as **TS [Abstract ID] [Presenter First and Last Name]**, e.g. TS 123456 Alex Parker.
- c. Your presentation will be conducted live during the event. A sample illustration is shown below.
- d. In the event that you are unable to participate live due to time difference, you may send in a pre-recording (voice-over presentation) to be played during the live session. Please inform us at <u>waterconvention@siww.com.sg</u> and we will furnish more details to you.



3. Full Paper (Optional)

Submit your full paper by 21 May 2021

- a. Submit your full paper in **PDF format** to <u>waterconvention@siww.com.sg</u> by **21 May 2021**.
- b. The full paper should be named as **Full Paper [Abstract ID] [Presenter First and Last Name]**, e.g. Full Paper 123456 Alex Parker
- Full paper submissions will be considered for publication in IWA's Journal of Water Practice & Technology and authors whose full papers have been selected will be notified by IWA Publishing after the conference.
- d. Click <u>HERE</u> for the full paper template.

Updated as of 12 May 2021