INSTRUCTIONS TO AUTHORS
for the preparation of Speaker Presentation

Presentations must be submitted by the 30th of October, 2017
Kindly upload through your registered account
website: http://icomosga2017.org/call-for-papers/

GENERAL INFORMATION

• Decision to accept speaker presentation by Scientific Committee is final.
• Selected speaker will be given a total of 15 minutes to present.
• Size and position of logos provided in presentation template should NOT be changed.
• Presentation has to be an original work and cannot be replicated.
• Particular attention has to be paid to reference all sources and cite any works by other author(s)/ professional(s).
• The onus of correctly representing and referencing information, figures etc., lies with the author(s).
• The presentation should be named in the following format:
  Surname of author(s)_ST0X_ppt
• Slide Size: The slide size should be adjusted to A3 (297X420 mm) and FOLLOWED throughout.
• Language: English (or French for presentations accepted in French).
• Font: All text to be in Arial ONLY.
• Font Size: All font sizes and position of text are mentioned on the template and should NOT be changed.
• Presentation Length: The presentation length should not exceed 30 slides including introduction, reference and conclusion.
• Refer to .ppt format for speaker presentation as attached.
• Contact us: If you are not clear about any of the instructions or would like further information on formatting, please contact the co-ordinator at:
  GA2017-Symposium@ICOMOS.org

TITLE SLIDE

• Title of presentation: Should be size 40 points, CAPITALS, normal and centrally aligned.
• Symposium sub-themes: Should be size 24 points, bold, left aligned.
• Author(s): Name surname¹, should be size 18 points, normal and centrally aligned.
• **Affiliation:** Institution, Country, e-mail (should be size 16 points, normal, centrally aligned). Do not include complete postal address.
• **Paper id:** Should be size 16 points, normal and centrally aligned.

**PRESENTATION SLIDE(S)**

• **Title:** Should be size 14 points, bold, left aligned.
• **Slide sub-title:** Should be size 20 points, normal, left aligned.
• **Paper id:** Should be 14 points, bold, left aligned.