Information for presenting authors

Conference Language
The official language of the conference is English. Simultaneous translation will be not available.

Book of Abstracts
A digital book of abstracts will be made available only to registered participants shortly before the conference.

New at EUROCORR 2024
This year we will not collect full or extended papers. Instead, we will collect the presentations (orals) made available by authors and propose them to registered participants for download shortly after the conference (see instructions below).

Technical information for oral presentations

A **video projector** and a **presentation laptop** will be **provided** in each lecture room. Laptops will be equipped with Windows OS, MS PowerPoint and Acrobat Reader.

Please prepare your presentation in 16:9 slide format.

Speakers are invited to **upload their presentation files directly on the laptops in the lecture rooms using a USB device**. Files should be renamed according to: <local time> <name of presenting author> (i.e., 17h10 48377 Maurice) and placed in the folder corresponding to the session date (i.e., 09-03 Tuesday). Conference staff will help in each room to properly rename the files and copy them in the proper folder.

Files should be **uploaded before the session starts**, **at the last during the preceding session break**.

To **avoid losing time between presentations** and keep a smooth running, **using your own laptop will not be possible**. Exceptions will be only in case of special requirements.

Special Software/Videos
If you require internet/software for your presentation or if videos are included in your presentation, please inform the conference staff in advance. We kindly ask you to bring your own laptop as a backup.

In general:
- to **avoid disruptions**, we **recommend no internet-based presentations,**
- in case you need to use your **own laptop or apple notebook**, please **provide your own video adapter.**

Length of the presentation
Strict adherence to time is required for the smooth running of the conference.

- **Plenary Lecture**: **30** minutes or less according to program (no discussion time)
- **Keynote Lecture**: **20, 30** or **40** minutes depending on session, incl. **3-5** minutes **discussion** time
- **Session Lecture**: **20** minutes including around **3-5** minutes **discussion** time
- **Short Talk**: **5** minutes including around **2** minutes **discussion** time, max. 3-5 slides

Request for your presentation after the conference

30th August – 6th September 2024
Upload of your presentation as pdf in the Converia paper management system will be possible from 30th August to 6th September 2024, 24:00.

How to upload:

- Please **log in** on this page **EUROCORR 2024 - Upload**
  with your **username** and **password.**
  in your **C³ Conference Control Center** go to "**View submitted contributions**"
- There you click **on your contribution** and select "**Action**"
  ➔"**Upload or edit presentation**"
- now you can **upload your presentation as a pdf-file** (max. capacity 5 MB)
  You will not receive a confirmation message. Instead you see this confirmation on your screen:

EUROCORR 2024

Presentation file was successfully uploaded

Your presentation file has been successfully uploaded and linked to your submission.

The details of your submission can be found here

Here you can click and see if your presentation file was successfully uploaded.

! The deadline is strict. Uploads after this date can no longer be considered. !

Availability
Participants will have access after the conference – we will inform them in good time.
The access will be possible until 30 November 2024 and only for registered participants.