**National Symposium on Agriculture and Life Sciences (NSALS ’24)**

**Presentation Guidelines**

Dear NSALS ’24 Presenters,

We appreciate your commitment to the success of NSALS’24. To ensure a seamless and effective presentation session, please adhere to the following guidelines:

**1. Presentation Duration:**

 - Each presenter is allocated 10 minutes for the presentation, followed by a 5-minute Q&A session.

 - It is crucial to strictly adhere to the allocated time to maintain the schedule.

**2. Presentation Template:**

 - Utilize the recommended NSALS’24 PowerPoint template (attached and available at [NSALS’24website]

**3. Submission Deadline:**

 **Online Presenters**

 - Submit your presentation to the NSALS ’24 presentation submission via email to respective track coordinators on or before 3rd of January, 2024, at 12:00 noon.

**Physical Presenters**

 -Submit your presentation to the NSALS ’24 presentation submission via email to respective track coordinators on or before 4th of January , 2024, at 3:00 pm.

 - Early submission helps in checking file compatibility and addressing any encountered issues.

**4. File Naming Convention:**

 - When submitting, rename your presentation file as ‘[Abstract ID] ­\_ [ Track]’.

**5. Software Compatibility:**

 - Prepare presentations in MS PowerPoint using MS PowerPoint 2016 version or above version.

**6. Mode of Presentation:**

-We would be honoured and highly appreciate your participation in person at the symposium.

- Kindly note that all presentations from our Faculty (FASEA, UWU) are expected to be in-person onsite.

-However, we understand that unavoidable circumstances may arise. In such cases, if the presenting author is unable to attend in person, they have the option to claim for the online presentation mode.

**7. Arrival Time:**

 - Presenting authors are requested to arrive 15 minutes before the session starts to ensure a smooth setup.

**8. Technical Preparedness:**

 - Verify that your presentation works properly with the technical equipment in the session room.

Your cooperation is essential for the success of NSALS’24. We look forward to insightful presentations and engaging discussions.

Best regards,

NSALS’24 Organizing Committee