

Questions & Answers

- **When will the Conference Programme be ready?**
It will be ready by the 10th of September
- **When should I send my Power Point Presentation?**
You need to send your presentation by the 15th of September
- **What is the time zone for the conference?**
The time zone is [EEST — Eastern European Summer Time](#), local time zone for **Greece**
- **What happens if I am unable to attend the conference?**
Kindly, send us a prerecorded video presentation in advance

Instructions for Presentations

- It is imperative that presentations are delivered in **English**.
- Each presentation will be **15 minutes long** and **5 minutes for Q&A**. At the **10th minute of the presentation**, you will be notified by the session chair that you have **5 minutes left**. The session chair will unmute himself/herself and will say to you “5 minutes left”.
- All presenters will be introduced to the audience by the **session chair**.
- The audience should always show the maximum respect to other peoples’ presentations. We don’t need to all think the same way, but we do need to be respectful.
- Feel free to type your questions related to a conference presentation in the chat thread.

Recommendations to make a good presentation

- Its contents should be structured and have most of the following parts: title, introduction, methods, results/findings, discussion, limitations, conclusion.
- Presentations should not contain full paragraphs of text.
- Use a list of bullet points or outline format and make sure to elaborate on the points in your talk.
- Every slide should contain a title that summarizes the information presented on the slide.
- Create a logical flow for your presentation.
- The fonts that are used should be in sans serif type (like Arial or Helvetica).
- Use large fonts. Small fonts are hard to read.
- Use contrasting colours – for example either a dark background with light text or a light background with dark text.
- Avoid busy backgrounds that will make the text hard to read. Keep the background simple.

2nd Cultures Conference on Current Trends, Issues and Challenges in Diverse Societies | CTICDS | Virtual Conference | Guidelines

- Keep it simple, and please don't read your presentation word for word from your slides – this bores the audience. You can vary your choice of words.
- Speak loudly and clearly.

Thank you very much!

*Kindest regards,
Dr Eirini Daskalaki
Programme Chair,
Academic Professional, Researcher & Editor*