



### **Presentation Location**

- International Conference on Otology Rhinology and Laryngology will be held in Kuala Lumpur, Malaysia.
- Meeting begins at 09:00 AM with open ceremony followed keynote presentations speaker presentations and poster presentations.
- Please arrive at the meeting room prior to the conference's start time.

### **Speaker Guidelines**

- Each speaker should plan a 25-minutes presentation, followed by a 5-minute question period.
- English would be the preferred language for the presentation, and with advance notice, we can arrange a translator.
- Presentation needs to be submitted in pdf format and in readable format Limit file size to of presentation 30MB or less.
- Label your presentation with First name & last name.
- Submit your presentation at least 15 days before the conference to [otorhinolaryngology@mindspaceconferences.co.uk](mailto:otorhinolaryngology@mindspaceconferences.co.uk) and also suggest you to carry your presentation in Hard disk or pen drive
- Equipment available in meeting room digital projector, screen, laptop, slider with pointer, mike, basic sound system.

### **Certification**

- Each participant will receive certificate from chair or co-chair of session at the end of the conference.

### **Poster presentation Guidelines**

- Poster presentation size need to be in 1.2 meters high by 1.8 meters wide.
- All the poster presentation needs to mount on the walls 1 hour prior to the start time of poster sessions as per the final program.
- Certificate will be provided by the end of the conference closing ceremony.