

# INSTRUCTIONS FOR PRESENTATIONS AT THE DPHG ANNUAL MEETING 2025

## 1. ORAL PRESENTATIONS

### Format

Please prepare your presentation in Microsoft Powerpoint (16:9 format, .pptx) in English.

All presentations have to be prepared on an USB stick. Please deliver your USB stick with the presentation in time, i.e. at least 3 hours before the designated session, to the technical staff at the Media Desk at the Conference Office (Foyer - Chemie Hochhaus).

Please note that there is no possibility to use your own laptop.

### Duration / Discussion

The duration of your presentation can be found in our [online program](#). Please, make sure to leave enough time for discussion – at least 10 min for plenary lectures and 3 to 5 min for talks in a session.

All presentations will be deleted from the storage media and servers after the conference.

## 2. POSTER SHORT TALKS

These are a series of three-minute “flash talks” without discussion to highlight distinguished posters. Please prepare a maximum of three slides in Microsoft Powerpoint (16:9 format, .pptx) to highlight the most important findings of your study and send them to [christine.bittner@dphg.de](mailto:christine.bittner@dphg.de) by the **22.09.2025**.

## 3. POSTER PRESENTATIONS

### **Format**

Please prepare a poster in DIN A0 portrait format and mount it on Tuesday, September 30th before the first poster session in the Otto-Krayer-Haus or in front of the ‘Hörsaal Chemie’. The poster numbers will be announced on site. Please refer to the list which will be posted on site at the Conference Office.

### **Poster sessions**

Posters will be displayed throughout the conference with plenty of time for discussions during poster sessions and breaks ([see program](#)).

Please be prepared for the guided poster tour (September 30, 16:45-17:45). Please prepare a 2-minute presentation of your poster for this tour. This presentation will be followed by a 2-minute discussion with the moderator and other interested conference participants.

The reviewers will also have another opportunity to view your poster during their lunch break on Wednesday. So please feel free to leave your poster up until Thursday.

Do not forget to take down your poster on Thursday.