SSIAI 2026 Lecture Presentation Instructions

A. Presentation Duration

Each paper presented in a lecture session is allocated **15 minutes total**, inclusive of:

- Introduction by the Session Chair
- Speaker presentation
- Audience questions
- Any setup not completed prior to the session

Presenters are expected to limit their prepared remarks to approximately **12 minutes**, thereby reserving approximately **3 minutes** for chair introduction and discussion. Strict adherence to the schedule is required to ensure the orderly progression of sessions.

Speakers must be prepared to begin immediately upon conclusion of the preceding presentation.

B. Slide Preparation and Organization

Authors are advised to structure their presentation to align with the allotted time. As a general guideline:

- Limit the presentation to approximately **one slide per minute**.
- Slides containing equations, derivations, or dense technical material may require up to **two minutes per slide**.
- Avoid excessive text or detail.

Slides should support and reinforce the oral presentation rather than replicate it verbatim. Clarity, brevity, and effective visual communication are strongly encouraged.

Each slide should:

- Contain no more than **six primary points**
- Be discussed for no longer than approximately **two minutes**

Presentations should clearly articulate:

1. Problem formulation and motivation
2. Methodology or technical contribution
3. Experimental results or validation
4. Conclusions and significance

C. Font Size and Readability

Given the size of lecture venues, slides must be prepared for visibility at a distance.

The following minimum font sizes are required:

- **36 pt** for titles
- **24 pt** for primary bullet points
- **20 pt** for secondary bullet points
- **18 pt minimum** for all other text (captions, tables, annotations)

Sans-serif fonts (e.g., Arial, Calibri, Helvetica, Computer Modern cmss) are recommended for improved legibility. Adequate contrast between text and background must be maintained.

D. Coordination with Session Chair

Presenters are required to meet their Session Chair in the lecture room during the break immediately preceding their session. If feasible, presenters should test projection compatibility and preload presentation files onto the session computer.

Early preparation will minimize transition delays and support strict schedule compliance.

E. Equipment and Software

Each lecture room will be equipped with:

- A Windows-based computer (recent operating system)
- Data projector
- Microphone
- USB connectivity

Installed software will include:

- Microsoft PowerPoint
- Adobe Acrobat Reader
- Windows Media Player

No CD-ROM drive or additional software will be available.

Live browser access during presentations will not be supported. Presenters must ensure that all demonstrations, videos, web content, and interactive materials are fully self-contained and stored locally on the presentation computer or embedded within their slides.

Authors using specialized fonts or plug-ins (e.g., MathType) must embed all fonts within their presentation file. Failure to do so may result in formatting errors.

Presenters preparing slides on Mac or Linux systems are responsible for verifying compatibility with a Windows-based platform prior to the conference.

Presenters using Apple laptops must bring their own display adapters. The conference will not provide Mac-specific video adapters or converters.