



### **PowerPoint Presentation Tips**

It is not easy to design a PowerPoint that both gets your major points across, but is also visually pleasing.

- All text should be in PowerPoint, preferably in light text on a dark background
- There should be no more than 5 x 1 line bullet points per slide
- Optimum title text is 45 - 55 points and no smaller than 36 points
- Body text should be at least 26 points
- Avoid UPPERCASE letters as they are hard to read
- Please keep to the time limit of your presentation

### **Disclosure of Interest**

Presenters are asked to include a disclosure of interest slide in their presentation.

ASHM has a code of conduct which governs its financial relationships for staff, board, and other representatives. Office holders are required to disclose their relationships with industry and this is published in the Annual Report. ASHM recognised the considerable contribution that industry partners make to professional and research activities and we value these greatly.

We are also looking at ways to increase opportunities of transparency for disclosing conflicts of interest and to make this as transparent as possible for presenters. One common way of doing this is to acknowledge these relationships in publications and presentations.

We have developed a simple template for declaring these relationships and potential conflicts as part of each presentation you make. Disclosures should relate to the substance of the research being presented. Please click [here](#) to view the sample slide we have created.

### **At the Conference**

A speaker preparation room will be available for you at the conference. Please proceed here at least 4 hours prior to or the day before your presentation.

If you are not providing slides for your presentation please advise the AV technician in the speaker preparation room.

### **Presentation Consent Form**

You will be provided with a presentation consent form in the speaker preparation room when loading your presentation. This form will need to be completed and returned to the speaker preparation team before your presentation.



**WORLD 2015**  
**STI & HIV CONGRESS**

**BRISBANE AUSTRALIA**  
**13 - 16 SEPTEMBER**  
**[www.worldsti2015.com](http://www.worldsti2015.com)**

## **Media and Privacy**

Privacy & Media - Please read this information carefully - you will be asked onsite whether you consent to the following activities:

### **Privacy**

Allow your PowerPoint to be displayed on the Conference website. Speaker presentations will be published on the conference website post conference (unless specified otherwise). We require all speakers to provide permission for their PowerPoint presentations to be published. All presenters will be given the opportunity to submit a revised PowerPoint for publication on the website.

### **Media**

As part of the ASM we will be promoting the program and speakers through social media and conventional media channels. Please help us by letting us know:

- If you or your institution have a twitter identity or hashtag we should refer to
- Any web links to information relating to you or the abstract you submitted that we could use to promote your work
- If you do NOT want your abstract to be available for viewing on the ASID website
- If you do NOT wish your abstract to be made available to media

*The media embargo for all data and information from abstracts or presentations is the start date of the conference unless indicated otherwise. Information in materials distributed to the media in advance is embargoed until the start of the conference. We kindly request that all media co-operate with this policy.*