

GENERAL GUIDELINES FOR ORAL PRESENTATION

The conference accepts only PowerPoint (.ppt or .pptx) presentations. For those who prefer to use their MacBooks for their presentation, they should essentially bring their own laptop. In this case, the conference will also provide an adapter for connection to the AV equipment.

Except for those who are using their own laptop, all presentations should be emailed to the conference secretariat one day prior to WREC2023.

For those who wish to have their oral presentation accompanied by audio visual presentations, they should essentially inform the conference secretariat via email one day prior to WREC2023.

The Session Manager shall arrange a timing system with the following rules:

- i. A signal will be given at the beginning of the oral presentation.
- ii. A warning signal will be given five minutes prior to the end of the presentation period.
- iii. A stop signal will be given at the end of the presentation period.
- iv. The presenter should cease talking when the stop signal is given.

Oral presentations can be categorised as follow:

Plenary Speaker:

Each Plenary Speaker will be allocated 40 minutes (Recommended Presentation Duration: 35 mins + Q&A: 5 mins) for their power point presentation. The time schedule will be strictly adhered to by the session chair. If the presentation exceeds 40 minutes, the session chair will interrupt.

Keynote Speaker:

Each Keynote will be allocated 25 minutes (Recommended Presentation Duration: 20 mins + Q&A: 5 mins) for their power point presentation. The time schedule will be strictly adhered to by the session chair. If the presentation exceeds 25 minutes, the session chair will interrupt, and the question and answer session will be shortened.

Invited speaker:

Each Invited speaker will be allocated 20 minutes (Recommended Presentation Duration: 18 mins + Q&A: 2 mins) for their power point presentation. The time schedule will be strictly adhered to by the session chair. If the presentation exceeds 25 minutes, the session chair will interrupt, and the question and answer session will be shortened.

Oral Speaker:

Each oral presenter will be allocated 15 minutes (Recommended Presentation Duration: 12 mins + Q&A: 3 mins) for their power point presentation. The time schedule will be strictly adhered to by the session chair. If the presentation exceeds 10 minutes, the session chair will interrupt, and the time of question-and-answer session will be shortened. Each oral

presentation will be judged. Prizes will be awarded to the best three oral presentations. The decision of the conference is final.

Young Researcher Travel Award's Oral Presentation:

Each Young Research Travel Award presenter will be allocated 15 minutes (Recommended Presentation Duration: 12 mins + Q&A: 3 mins) for their power point presentation. The time schedule will be strictly adhered to by the session chair. If the presentation exceeds 15 minutes, the session chair will interrupt. The decision of the conference is final.

After all the papers have been presented in each Topic, an open Q&A shall follow during which all the presenters should be asked to sit in front and address the questions posed by the jury/audience. Graphic aids may be used to augment the presentation inclusive of the overall presentation.

BEST ORAL PRESENTATION AWARD

The Best Oral Presentation Award aims to recognize scientific papers of exceptional quality delivered through oral presentations at the WREC2023.

THREE (3) best oral presentations will be awarded to FOUR (4) different tracks based on a combination of excellent research, innovation, and oral presentation. Panel of judges will evaluate all oral presentations and select the winners. The best oral presenters will be recognized publicly at the end of the conference. The winners will receive a certificate and monetary award.

Please note that there is no need to apply for the Best Oral Presentation Award as the selection will take place during the conference.

GUIDELINES AND CRITERIA FOR THE BEST ORAL PRESENTER AWARD

- 1) The paper must be presented by the recipient.
- 2) The PPT presentation should include the following contents which may be presented in a unique, creative manner and situational manner.

Title and Authors' Information (Author's Name, Recent Picture, School/Company, School/Company Logo, e-Mail Address)

Introduction (Background of the Study, Statement of the Problem/Objectives)

Theoretical/Conceptual Framework (If applicable)

Methods

Results and Discussion

Conclusions

Recommendations

References

Acknowledgment (Optional)

EVALUATION CRITERIA FOR BEST ORAL PRESENTER AWARD

Content/Innovation	Sub-Total = 20
Originality of topic	5
Clear and concise message	5
Clarity of writing	5
Unique or innovative aspects	5
Methodology + Results/Discussions	Sub-Total = 30
Clear research question/hypothesis	5
Appropriate methodology	5
Adequate sample size/thematic scope	5
Accurate data analysis	5
Thorough interpretation of results	5
Clear implications for future research	5
Delivery/Presentation	Sub-Total = 30
Confidence in presentation	5
Eye contact with audience	5
Clear and articulate speech	5
pacing and timing	5
Engaging visual aids	5
Overall presentation quality	5
Overall Impression	Sub-Total = 20
Coherent and cohesive presentation	10
Overall effective communication	10
Overall Total Mark	<u>100</u>