

Presentation Adjuncts

- Use these to enhance your presentation
- Avoid any jokes, stories or photos that do not relate to your topic
- Remember a presentation is a CONVERSATION, speak at a normal pace and allow time for participants to respond/consider your content

PowerPoint/Prezzi/Other **SLIDES**

- Maximum of **6** words per line
- Maximum of **6** lines per slide
- Maximum **1** slide per minute
- If it can't be read/seen by participants omit
- Should add to presentation

- **DO NOT READ YOUR PRESENTATION**

Copyright FOR SLIDES

- All sources must be referenced
- Tables and diagrams must be referenced
- All imaging studies and test results must have patient identifiers removed: CROPPING IS NOT SUFFICIENT as the information remains in the file
- You may not use slides from industry presentations- EVEN WITH THE LOGO removed

Disclosure **FOR SLIDES**

- You must disclose at the outset of your presentation (2 years, all sources, any amount)
- **SLIDE 1: Affiliations (if none stop here)**
- **SLIDE 2: Does this in any way relate?**
- **SLIDE 3: How has this been mitigated?**
- You may not use slides from industry presentations- **EVEN WITH THE LOGO removed**

Handouts

- In an effort to reduce waste these will be available online*
- All sources must be referenced
- All imaging studies/ test results must have patient identifiers properly removed: CROPPING IS NOT SUFFICIENT as data remains in the file
- You may not use slides from industry handout- EVEN WITH THE LOGO removed
- When you upload your handout, you accept responsibility for this

* We will print a 1-page graph, chart or guideline/flow sheet if received 5 working days prior