



14TH EUROPEAN NUTRITION CONFERENCE FENS 2023, Belgrade, Serbia

Sava Center
14-17th November 2023



INSTRUCTION FOR AUTHORS IN ORAL SESSIONS

Thank you for presenting at 14th European Nutrition Conference (FENS2023).

This instruction is made to help you prepare for your oral presentation. Please visit instruction regularly for updates on technical requirements, deadlines and general information.

1. PROGRAM

Please visit the following website to confirm the date/time, room and **code** of your presentation in the latest conference program.

<https://fens2023.org/#>

2. TIME ALLOCATION FOR PRESENTATION

Presenters in Oral sessions programme are expected to attend the Conference in person and present their lecture at the Conference venue in their allocated session.

In order to ensure the smooth operation of the sessions, we ask you to keep to the time allocation below.

Oral Abstract Presentation [OAB]	10 minutes (8 minutes presentation, 1-2 minutes for Q&A)
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3. EQUIPMENT FOR PRESENTATION

- **PowerPoint** will be the only method of presentation available.
- Single screen will be available. The display has the resolution of **1920 x 1080 (Full HD)**.
- The use of the **conference official templates** for presentations is mandatory. They can be downloaded from the website <http://fens2023.org/wp-content/uploads/2023/10/Oral-Template.pptx> ; The first slide of your presentation must have your name and presentation title. The second slide should be the disclosure slide.
- It is recommended that the presentation does not contain more than 15 slides and that the file size does not exceed 2 GB.
- A laptop with **Windows 10, Office 365** will be provided in the session rooms.



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- The Conference will not be able to support lecture presented on personal computers.



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4. PRESENTATION HANDLING

- You are requested to send your presentation via WeTransfer to next address: fens2023@prosound.rs **no later than 05:00 pm, 10/11/2023**. Please follow next instructions for saving, naming and sending your presentation.

*Naming rule for presentation data: **Presentation Code** (for example DSGR1, NALC5, FS16, NMCD141, etc...)

5. PC OPERATION AT THE VENUE

Presentations will be uploaded by the organizers on the laptop in the allocated session room in advance.

There will be a pointer and all speakers are requested to switch the slides by themselves.

6. SPEAKERS' ROOM

The Speakers' Room is located in the basement and it is marked as **MR 8**.

There will be available laptop and technical support. It will be open during the following hours:

Place: Sava Center, the basement, MR 8

Open hours: November 14 (Tue.) to November 16 (Thu.) 8:00-19:00

In the Speakers' Room you will be able to check with the technician the slides of your presentation if you wish.

7. NEXT SPEAKER'S SEAT

- All Oral Sessions speakers are kindly asked to be at the allocated room at least 5-10 min before session beginning.

Your presentation slides will be deleted after the conference, and will not be provided to any attendees nor opened to public.

8. ORAL AWARD

- To encourage the promising young researchers, Oral Awards are offered to the three best ones by MDPI publisher.
- The FENS2023-ECN award committee will select the winners. The recognition of awarded authors will be held in a closing ceremony on November 17th at 12:30 pm.