OFEL 2018

6th International OFEL Conference on Governance, Management and Entrepreneurship

Presenter Instructions

For fluent progress of the scientific program and keeping the firm timetable the following instructions should be strictly adhered to:

- Please prepare carefully your presentation for 15 min max thus allowing 5 min for discussion and change over to the next presenting author.
- A PowerPoint presentation (PC-compatible) or its pdf-format is recommended to avoid incompatibility problems (Mac, etc.)
- Check for the session and time of your presentation in the final program. Be aware of the room location for your session (parallel sessions being held). The information on the date, time and session of your presentation are available online at OFEL 2018 Conference Program.
- The filename of your submitted spotlight presentation should be of the form "X-Y-Z.ppt", where "X", „Y" and "Z" stand for the last names of the paper author(s).
- Personal laptops are not advised to be brought in order to save time. All presentations must be loaded on to the computers made available in session rooms well before the beginning of each session (use the coffee or lunch breaks or early mornings) for which assistance will be provided.
- Please do not submit your presentation in advance via e-mail!
- Please be available in your session room well before the start of the session so that your session chairman knows about your attendance.
- Audiovisual equipment in the rooms: each room will be equipped with the following A-V equipment: an LCD (PowerPoint) projector with a PC and a screen. If you need any additional A-V equipment (e.g. laser pointers, audio equipment, etc.), please make sure to bring your own.
- Room set-up: the meeting rooms generally are set up classroom / theater-style.

We highly appreciate your cooperation, and we thank you in advance!

Should you have any questions regarding the instructions, please contact us at ofel@ciru.hr.