

## ACDC 2022

### How to prepare your presentation 如何准备报告

#### 1. How to prepare and present your paper virtually 如何准备文章报告

##### 1.1 Prepare for an oral presentation 准备口头报告

- ❖ Firstly register for the conference by **13 June 2022**. 首先需要在 2022 年 6 月 13 日之前注册并缴纳注册费
- ❖ Use the PPT template to create a slide (download via the event website, front page the downloads column) 使用 PPT 模板制作一个演讲幻灯片 (模板可见会议网站首页下载栏)
- ❖ Save the PPT in PDF format and upload them via the registration system **before 20 June 2022**. 以 PDF 格式保存 PPT, 通过注册网站内的上传链接在 **6 月 20 日之前**上传至系统。
- ❖ Uploading PPT Slides (in PDF format) process: Log in to the Registration system → Manuscripts → Presentation → Upload Power Point Slides  
上传 PPT(PDF 格式)流程: 登陆注册系统 → 稿件管理 → 报告管理 → 上传演示文稿

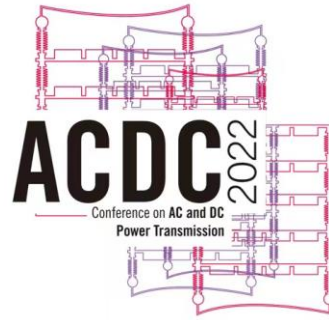
**Theme:** Select the **session** according to the notification email you received

**主题:** 根据邮件提示选择相应汇报主题

**Note:** you can change the website language between English and Chinese by click on your name on the upper right corner. 点击右上角您的名字, 进行中英文页面切换。

##### 1.2 Prepare for a poster presentation 准备海报展示

- ❖ Register for the conference by **13 June 2022**. 首先需要在 2022 年 6 月 13 日之前注册并缴纳注册费
- ❖ Design a poster size in A1 59.4cm\*84.1cm, portrait style, save in PDF format, and make a video of 3-5 minutes (detailed requirements as shown below) to present your poster, and upload both your **poster and the presentation video** via the registration system by **20 June 2022**. 设计一个大小为 A1 尺寸的海报, 竖版, 以 PDF 格式保存, 并录制 3-5 分钟的视频 (具体要求见下), 对您的海报做简要介绍, 之后在 **6 月 20 日之前**通过注册系统上传海报及视频。



- ❖ Uploading Poster (in PDF format) & video process: Log in to the Registration system→ Manuscripts→ Presentation→ Upload Poster  
**Theme:** Select **Poster Presentation- All Poster** 上传海报（PDF 格式）及视频的流程：登陆注册系统→ 稿件管理→ 报告管理→ 上传海报  
**主题：** 选择**海报展示-所有海报**
- Note:** you can change the website language between English and Chinese by click on your name on the upper right corner. 点击右上角您的名字，进行中英文页面切换。

### 1.2.1 Detailed requirements on your Poster & Video

**Poster : you should clearly display the following information on your poster:**

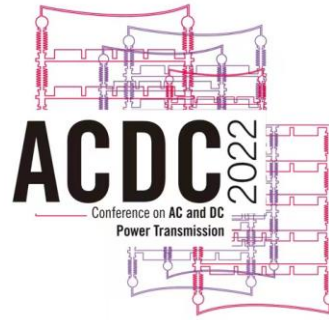
海报需要清晰的展示以下内容

- ❖ The title of your paper  
文章题目
- ❖ The authors' names and their affiliations  
作者姓名及工作单位、学校
- ❖ Your contact detail (e.g. an email address) to allow delegates to follow up discussion  
联系方式供后续讨论交流

#### Useful tips

- ❖ Your display should consist chiefly of keywords, diagrams, photographs, etc.  
你的展示应该主要由关键词、图表、照片等组成。
- ❖ Diagrams and graphs should have clear captions  
图解和图表应该有清晰的说明
- ❖ All text should be easy to read  
所有的文本都应该易于阅读
- ❖ Use colour to emphasise important features  
使用颜色强调重要特征
- ❖ All graphs and diagrams should be drawn with thick lines (preferably 1mm or more in width)  
所有的图表都应该用粗线绘制(最好是 1mm 或更宽)
- ❖ Handwritten text or diagrams are not recommended  
不推荐使用手写文本或图表
- ❖ File size do not exceed 50M  
上传文件大小需小于 50M

Sample posters on the event website are for your reference and you can be creative if you want. You are not required to copy the format, but easy-to-read and beautiful design is always suggested.



会议网站提供的海报样式仅供参考，您也可以发挥创意进行制作。我们不要求您复制模板样式，但建议您用心设计海报并且令其清楚易于阅读。

**Video: You should clearly present the following information in your video (3-5 mins):**

视频介绍（3-5 分钟）需要清晰的展示以下内容

1) At the beginning of the video, please look at the camera and introduce yourself on:

视频开始请面对镜头作自我介绍：

- ❖ The title of your paper  
文章题目
- ❖ The authors' names and their affiliations  
作者姓名及工作单位、学校
- ❖ Your research direction  
研究方向

2) Then you can switch to your Poster slides and introduce your paper

然后，您可以切换到 Poster 界面，一遍播放 Poster 一边进行讲解（使用录屏功能）

- ❖ Video in MP4 format, video code: AVC (H264)  
视频格式参数：MP4 格式，视频编码：AVC（H264）
- ❖ The size of the video should be no larger than 50M.  
视频文件不超过 50M

### 1.3 The draft Programme 会议初步日程安排

Click on below link to check the draft programme, which is not finalized and subject to change.  
点击下方链接，察看会议初步日程安排。如有变动，将另行通知。

<https://virtual.oxfordabstracts.com/#/event/2445/program>

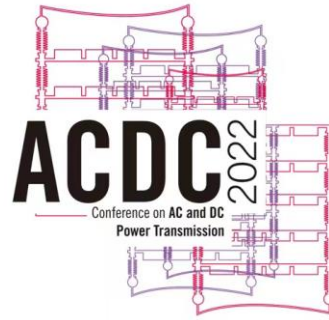
## 2. Contact us 联系我们

### Event General Enquiries

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### Business Development & Sponsorship Opportunities

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**3. Useful Links & Downloads 实用链接**

[ACDC 2022 Official Website](#)

[ACDC 2022 Registration Link](#)

ACDC 2022 PPT template (please save your PPT slide in PDF format when uploading)

ACDC 2022 Poster sample<sub>1</sub>

Poster sample 2<sub>\_\_</sub> (please save your poster in PDF format when uploading)