



ICFSE 2026 GUIDELINES FOR PRESENTERS

A. Physical Presenters

1. Presenters are required to be present at the designated venue according to the time stated in the Parallel Session Schedule.
2. The sequence of presentations will follow the schedule provided by the Secretariat.
3. The time allocated for each presentation is **10 minutes**, consisting of:
 - **7 minutes** for presentation
 - **3 minutes** for Question and Answer (Q&A)
4. Presenters are advised to **strictly adhere to the allocated time**. The moderator has the right to stop the presentation once the time limit has been reached. Content presented beyond the allocated time may not be considered by the judges.
5. Presenters are only allowed to **use and present the submitted e-poster**. No other forms of visual aids or presentation slides are permitted during the presentation session.

B. Online Presenters

1. Presenters are required to join the designated online platform according to the time stated in the Parallel Session Schedule.
2. Kindly refer to the meeting link provided for your respective session. A technical test session will be scheduled prior to the conference.
3. Online presenters are requested to use the official **ICFSE 2026 virtual background** throughout the presentation session.
4. The time allocated for each presentation is **10 minutes**, consisting of:
 - **7 minutes** for presentation
 - **3 minutes** for Question and Answer (Q&A)
5. Presenters are advised to **strictly adhere to the allocated time**. The moderator has the right to stop the presentation once the time limit has been reached. Content presented beyond the allocated time may not be considered by the judges.
6. Presenters are only allowed to **display and present the submitted e-poster**. No additional presentation slides or visual materials are permitted.

C. Awards and Conference Kit

1. Criteria for the **Best Paper, Best E-Poster, and Best Presenter Awards** can be found on the conference website. The decision of the judges is final.
2. Each accepted submission entitles the registered presenter to:
 - One (1) conference kit (for physical participants)
 - Eligibility to compete for conference awards, subject to the conference category and criteria.
3. Participants who wish to purchase additional conference kits or souvenirs may contact the Secretariat.

Prepared by: ICFSE 2026 Secretariat

