

Instructions for Oral Presentations

As the SiliconPV 2024 Conference together with the nPV Workshop and bifiPV Workshops are getting closer, we would like to provide you with guidance on how to prepare and submit your oral presentation.

This document contains important information for the oral presenters. Please read these instructions carefully and follow them accordingly.

Onsite Registration is mandatory for all presenters. If an author (or co-author) is not registered, the presentation will not be included in the conference program and the paper is not eligible for publication in the proceedings.

Check your presentation time and schedule:

- The [detailed program](#) showing the time of your session can be found on the conference website. All times are shown in Central European Time (CET).
- Regular oral presentations are **15 min including 3 minutes of discussion time (12+3 min)**. Please make sure to strictly keep this time limit. *(Presentation times for keynotes deviate from that. Please check the conference program for your speaking time.)*

Presentations Upload

All oral presentation slides should be uploaded in **PPT/PPTX** format to the Fourwaves Platform in advance.

Formatting Instructions

- Presentations in .ppt format, .pptx format and .pdf format will be accepted. If your presentation was created with an Apple device, please test the file on a Windows PC to make sure that it is correctly displayed.
- Avoid any external links in your presentation. The presentation computers do not have an internet connection.
- Non-standard fonts should be embedded.
- All images and graphs must be embedded without links.
- Past experience shows that video clips often cause technical difficulties. If you intend to use video clips, please double-check at the media upload desk.

Media Upload

- Please be sure to upload your presentation ppt to Fourwaves until April 11th, 12 pm midnight, CET (Central European Time).
- Your PPT presentation should not exceed 100 MB. Please also upload a PDF version which will be visible for all participants in the internal area. The PDF for publication can be an adjusted version of the PPT file.

- Please bring a memory stick with the presentation to the conference as a backup solution.
- You will not be able to display your presentation directly from your laptop computer or memory stick. All presentations must be uploaded to the conference system in advance.

Presentation upload at the conference:

- If you have not uploaded your presentation to the Fourwaves platform in advance, please hand in your presentation at least two hours before the beginning of your session.
- We strongly advise uploading your presentation in advance to avoid queues and potential setbacks.

Additional instructions

- Please meet your session chairs inside the conference room at least 10 minutes prior to the beginning of your oral session and familiarize yourself with the technical equipment.
- Please upload a short bio / introduction text (2-3 sentences) to your profile in Fourwaves, so the session chairs may properly introduce you.

Conference Registration

If you have not registered yet, please do so. Only papers which have been presented at the conference will get the chance to be published.

[>> Register here](#)

If you have any questions, don't hesitate to send an email to info@siliconpv.com.

We are looking forward to your presentation!

Kind regards,

SiliconPV together with the nPV Workshop and bifiPV Workshop Organizing Team