

## **GUIDELINES FOR ORAL PRESENTATION**

### **FORMAT FOR ABSTRACT**

1. All abstract **MUST** be written in English
2. The structured abstract should **NOT** exceed 250 word limits and include the following sections: Introduction, Methodology, Results and Discussion/Conclusion.
3. Please follow the format provided (refer attachment for detailed instruction).
4. Author(s)' name (s) must be written in FULL. List principal author first and underline the author who will be presenting. Do not include professional title or degrees. List any institutional affiliation, state and country. Please make sure all authors contributed significantly to the research project.
5. Do not provide references or acknowledgement.
6. Abstract title must be in Title Case, e.g. "Developing Leadership in Nursing: The Impact of Education and Training". Title should be brief and clearly indicate the content of the abstract.
7. Do not include graphs, tables or illustrations in the abstract.
8. Abbreviations must be defined by placing it in parentheses after the full word, the first time it appears.
9. Use numerals to represent number except when beginning a sentence
10. Please send us your latest passport size photograph together with your abstracts.

### **BEST ORAL PRESENTATION AWARDS**

1. The selected 3 best oral presentation will be awarded.
2. All accepted abstracts will be given certificate of participation
3. All presenter will be assessed in terms of content accuracy, delivery competency, organization of presentation, professionalism and extemporaneous questions.
4. Judges' decisions are final. No correspondence would be entertained.

## **POWER POINT SHOULD INCLUDE:**

### **Introduction**

Your introduction should describe the research question you wish to answer (the project goal, hypothesis, or question).

### **Objectives**

The specific steps you need to take, or the questions you need to answer, or what you need to learn or accomplish in order to reach your project goal, hypothesis, or question.

Your introduction should summarize the current understanding of knowledge in the field, and on work directly related to your research. You may also want to include an outline of what will be presented and discussed in the body of your presentation.

### **Significance**

What is the significance of your research question? Although you should be able to explain the expected impact on others within your academic discipline and on society in general, the broader potential impact may very well be speculative.

### **Research Methods**

You should describe the specific methodology used in your research, or describe the detailed experimental or instrumental methods and/or techniques you employed.

### **Results and/or Discussion**

In this section you should present and interpret your research findings. In some disciplines it is strongly recommended that you use tables, figures, diagrams, pictures, or equations to supplement your oral presentation. You should explain either why this information is important to your work, and discuss the relevance of this information in providing an answer to your research question.

## **Conclusion**

This section is typically a factual summary of how your research work supports (or does not support) your hypothesis, or whether your work has provided an answer to your research questions. It may be helpful to restate your specific research goals and objectives, summarize the main points or significant findings, and include a final statement to pull everything together.

## **Acknowledgments**

Be sure to thank any individuals who helped you with your research (such as your mentor), or who provided you with materials or information.

## **References/ Bibliography**

In general, for oral presentations a summary of your Bibliography or Literature Cited is included on the last slide.

### **Oral presentation**

10 mins each speakers (8 minute presentation and 2 minutes Q&A session)

#### Remarks:

Sound 1 bell ring –at 6 minutes

Sound 2 bell ring –at 8 minutes (end of presentation)

Sound 3<sup>rd</sup> bell ring – times up at 10 minutes (end of session)