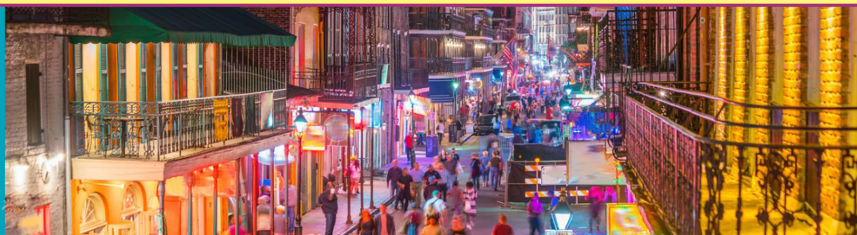


# LOUISIANA CHAPTER 2023 ACS ANNUAL MEETING

MARCH 24-26



## LOCATION

The Renaissance New Orleans Arts  
Warehouse District Hotel  
700 Tchoupitoulas St  
New Orleans, LA 70130

### Abstract Time Limits/Format Guidelines

Due to the high number of presentations, we will be enforcing the time limit very strictly, so please prepare accordingly.

### Presentation Types

There are different types of presentations based on the amount of time allotted. Due to the high number of presentations, we will be enforcing the time limit very strictly, so please prepare accordingly.

#### 10-Minute Time Slots

- Your scientific presentation is strictly limited to **seven (7) minutes**, followed by **three (3) minutes** of questions.
- The format for your presentation should be: 2 Background, 1 Methods slide, 3-4 Data slides and 1 Conclusion slide.

#### 5-Minute Time Slots (Mini Talks)

- Your scientific presentation is strictly limited to **three (3) minutes**, followed by **two (2) minutes** of questions.
- You have a total of **FIVE slides** for your presentation: Background, Methods, 2 Data slides, and Conclusion slide.

### Presentation File Type

We support the following presentation file types and will have both PC's and MACs to run your presentation:

- **Windows**  
PowerPoint .pptx (more features) or .ppt
- **MAC**  
PowerPoint .pptx (more features) or .ppt  
Keynote .key (we have version 12.1)
- **For All Software** - Use slide size "WIDE SCREEN" 16:9 Format

*Please rehearse your presentation to stay within your time frame. Best Paper points will be deducted if presentations run over the limit.*

### Uploading Your Presentation

Bring your files to upload to the tech table at the rear of the room at least 1-hour prior to your presentation time. We will upload and test them. Please bring your files on a USB flash drive or any USB device only please. Retrieving files from email is not recommended due to unreliable hotel internet. **YOU WILL NOT BE ABLE TO USE YOUR OWN LAP-TOP.**

If you have any videos in your presentation, you must meet with the AV techs as early as possible during the conference to ensure that they run. If we cannot test them ahead of time, we cannot ensure that they will run properly. We recommend that you bring the separate video files with you just in case there is a problem.

### At the Podium

There will be a monitor for your presentation viewing and regular mouse (for starting and stopping videos plus slide advancing and for use as a pointer. Additionally, there is a countdown timer next to the monitor to inform you of your presentation time. Note that "Speaker Notes" are not seen on the podium monitor, so if you need them print them out ahead of time.