Guidelines for presenters

# For all presentations

1. **Please make sure you send the final version of your abstract in a word document (.doc or .docx) to** **icpeal2018cldc@gmail.com****.**

2. When editing your abstract, please follow the sample (see next page), for which the guidelines are as follows:

* About 1 A4 page of content (the references can spill over to the next page)
* Times New Roman 12pt.
* Add authors and affiliation
* Please send a word file (.doc or .docx), and *not* a pdf (.pdf)

# For poster presentations

1. Please have your poster dimension in A0 size (841 x 1189 mm). The designated boards we provide for you is in VERTICAL direction (portrait mode).

2. Presenters are requested to be present at their posters during the poster session period.

3. The conference language is English. Please have your presentation/materials in English.

4. Posters can remain on display until the end of the presentation day.

5. No printing or copying facilities are available for use on the conference site. If

you plan to give handouts to the audience, please prepare the copies by yourself in

advance. 50-60 copies for each session is suggested.

# For oral presentations

1. Presentation files are collected on the presentation day. For presenters in the morning sessions, please give us your files during the registration period. For presenters in the afternoon sessions, please give us your files during the lunch break.

2. Presentation time: 20 minutes per presentation (including time for Q&A).

3. The conference language is English.

4. No printing or copying facilities are available for use on the conference site. If you plan to give handouts to the audience, please prepare the copies on your own.

**Sample for ICPEAL 17 – CLDC 9 ABSTRACT**

Authors (e.g. John Smith)

*Affiliations: (e.g. Pocahontas University)*

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**References**(please follow the UNIFIED STYLE SHEET FOR LINGUISTICS: <https://www.linguisticsociety.org/sites/default/files/style-sheet_0.pdf> )

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