

environ 2018

Instructions for Oral Presentations at ENVIRON 2018

Thank you for offering to give an Oral Presentation at ENVIRON 2018 in Cork Institute of Technology from March 26th -28th, 2018. Please follow the guidelines below for preparing and submitting your presentation.

Preparing your Presentation

- **NB – Content of your presentation:** The Environ colloquium has delegates from different scientific, engineering and humanities disciplines so **please do not assume that the audience are experts** in your area of research. In particular avoid giving the same presentation as you would give to your subject peers, keep your presentation pitched at a general academic level and emphasise the environmental aspects of your research.
- We would strongly recommend that you include slides in your presentation on (a) drivers for your research – why are you doing this research? (b) target audience – who you are doing it for? & (c) what are the ultimate outputs? (new legislation, new products, etc.). **The concluding slide should explain the relevance of your research to the conference theme 'Arriving at a Sustainable Future', i.e., how could your research could be implemented into actions/policy and what is the current status of the research.**
- Oral Presentations are **12 minutes plus 3 minutes for questions**. Do not exceed the time allocation – it will be strictly enforced.
- Files should be in **Microsoft Office** format **ONLY**. Please test your files for viruses before submitting. When submitting a file use the filename format **'FirstAuthorSurname_FirstAuthorInitial' e.g. Murphy_J.ppt**

Submitting your presentation

- In order to facilitate the colloquium organisation we encourage you to submit your presentation electronically beforehand to Denise O'Keeffe at denise.okeeffe@cit.ie by Thursday March 22nd at 5pm.

- If it is not possible to submit your presentation by Thursday March 22nd, your presentation should be uploaded when you register for the conference. Please ask for instructions when you register. Files should be saved to one location i.e. memory stick/USB pen. Please check your Memory/stick/USB pen for viruses!! Please test your files completely on a different computer than the computer on which they were generated. This is to ensure that the presentation runs smoothly and that all links and files work correctly.
- **NB: You will not be able to upload your presentation in the theatre on the day of the presentation**

Giving Your Presentation

- In the session in which you are presenting **please be present at least 15 minutes before the session begins** and introduce yourself to the Chair of the session.
- Presenters should be aware that a student competition is run by ESAI throughout the conference judging student presentations. The prizes are as follows;
 - ✓ ESAI Best Oral Presentation (€500), sponsored by the Environmental Sciences Association of Ireland (ESAI)
 - ✓ Best Biodiversity Presentation (€250) sponsored by Institutes of Technology Ireland (IOTI)
 - ✓ Best Soils Presentation (€250) sponsored by Soil Sciences Society of Ireland
 - ✓ Best Wastes and Resource Management Presentation (€250) and 12 months student membership to CIWM sponsored by the Chartered Institution for Wastes Management (CIWM)
 - ✓ Best Water Related Presentation (€250) sponsored by Chartered Institution of Water and Environmental Management (CIWEM)
 - ✓ Best Climate Change Presentation (€250) sponsored by the Department for Communications, Climate Action and Environment
 - ✓ Best Air Quality Presentation (€250) sponsored by the Department for Communications, Climate Action and Environment

Each prize also includes a 12 month subscription to Royal Irish Academy journal 'Biology and Environment' sponsored by RIA. Prizes will be presented at the prize-giving at the end of the conference. Winners will be invited to submit an article on their research project to the ESAI Website and the ESAI E-Zine 'Environews' and will also receive publicity from their sponsor.

Looking forward to seeing you in Cork in March!!