PREPARING FOR YOUR PRESENTATION

Confirm presentation length: Please check the 2025ARSC program online for your allocated presentation time.

Time allowance:

- Long oral: 12-minute presentation + 3 minutes for questions = 15 minutes
- Short oral: 5-minute presentation + 2 minutes for questions = 7 minutes

PowerPoint slides (for long and short oral presentations):

- Use landscape orientation (standard or 16:9 ratio).
- Use large font size (min 16 pt) to ensure text on your slides is readable
- Use your slides as a summary and prompting tool - Don't include large amounts of text on slides and then simply read it out
- Keep in mind your audience for the presentation will be road safety professionals from a variety of backgrounds and experience. Focus on the take away messages of your work rather than technical detail. People can always ask you later about the detail.
- You may use your own or your organisation's style.
- If you have audio or videos, test they work in presentation mode prior to the conference.
- Keep slides simple, clear, and easy to read.
- Emphasise key information.
- Aim for a maximum of 1 slide per minute.
- Proofreading: Review for typos, consistency, and seek feedback before finalising.

Recommended final slide: How you can help

- Wrap up with a slide inviting your audience to get involved. Make it easy for people to connect and support your work.
- Remember, your audience is interested in your topic. Let them know how they can contribute:
  - *Collaborate:* invite chats after your talk or share a link/QR code to get involved.
  - *Share Data:* make it clear if you're open to existing datasets.
  - *Expert of technical advice:* experts are often willing to offer guidance. Make it clear that you're open to advice.

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Acknowledgement of Country:

- Australia does not yet have a Treaty with its Traditional Owners. Towards Reconciliation, a representative of the Whadjuk Noongar people, the Traditional Custodians of the Boorloo (Perth) area, will Welcome us to country at the Welcome Reception.
- Presenters whose work involves Aboriginal, Torres Strait Islander, and/or other Indigenous peoples may wish to include an Acknowledgement of Country slide. However, this is optional for all given the Whadjuk Noongar Welcome.
- Examples for verbal acknowledgements on the day will be available at all lecterns.

Presentation Tips:

- Practice with a timer.
- Speak slowly and clearly.
- Focus on the highlights—there is no need to cover every detail. Interested attendees can follow up with you after your presentation.

On Arrival at 2025ARSC

- Register at the Registration Desk.
- Check the Conference App to confirm your session time and any updates.
- Upload Your PowerPoint Presentation in the Speakers Room. All presentations will be networked to the presentation rooms; It will not be possible to use your own laptop or USB for your presentation.
  - All presentations need to be pre-loaded 2 hours prior to your session commencement.
  - Verify that you have uploaded the correct version and that any audio or video content functions properly.

Before Your Session

- Arrive at the Session Room 10 Minutes Early.
- During this time:
  - Meet the Session Chair and Co-Chair, who will explain timekeeping and question management.
  - Ensure your presentation is correctly loaded and functioning.

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During the Session

- Sit at the Front of the Room where the Chair/Co-Chair can easily call on you.
- Stick to Your Time Limit.
    - The Chair/Co-Chair will use timecards to signal when you are nearing the end of your allocated time.
    - To ensure fairness, speakers exceeding their time will be stopped.
- Questions:
    - The Chair/Co-Chair will lead and manage the question and answer time.
    - Due to tight scheduling, questions will be taken as time permits.
    - Delegates are encouraged to submit questions via the Conference App.
    - The Chair/Co-Chair may also take questions directly from the audience.

After Your Session

- Attend the Closing Ceremony on Thursday, 23 October, from 2:30–3:30 pm.
- Conference Prizes: All presenters are eligible for prizes, including best submission by a practitioner, researcher, or theme submission.