

IECON 2026 – Guidelines for Technical Session Presenters

Dear Authors and Presenters,

To ensure smooth and well-organized technical sessions at IECON 2026, please follow the guidelines below. These guidelines apply to both **in-person and online presenters**.

Presentation Time

Each paper is allocated a total of **15 minutes**:

- Maximum **12 minutes** – Presentation
- **3 minutes** – Q&A and discussion

Presenters are kindly requested to strictly respect the 12-minute presentation limit. Session Chairs may stop presentations that exceed the allocated time to ensure that subsequent presentations remain on schedule.

Slide Preparation

- The official **IECON 2026 presentation template** is available on the conference website. Use of the template is **mandatory**.
- Presentations should be in **PowerPoint (.pptx) or PDF** format.
- Files should be named as follows:
SessionCode_PaperID_LastName.pptx
Example: **TT15_IECON26-001234_Bayhan.pptx**
- In-person presenters should bring their presentation on a **USB drive**.

Slide Design Requirements

Font Size

- Minimum font size: **12 pt** for body text and figure labels.
- Maximum recommended font size: **36 pt** for slide titles.
- Please ensure all text, figures, tables, and equations are clearly visible from the back of the session room.

Affiliations and Logos

- Author affiliation(s) should appear **only on the first (title) slide**, beneath the author names.
- Institutional or sponsor logos should **not appear on the first slide**.
- Logos may instead be placed in the **footer of subsequent content slides** and on the **final acknowledgment/thank-you slide**.

General Formatting

- Use clear, high-contrast color schemes and avoid low-contrast text/background combinations.
- Figures, tables, and equations should be large enough to be easily read.
- Avoid excessive text and unnecessary animations, which may affect timing and screen-sharing quality during online or hybrid sessions.

Presentation Content Recommendations

Given the **12-minute presentation limit**, presenters are encouraged to focus on:

1. Motivation and problem statement
2. Key methodology
3. Main results
4. Most important conclusions

Please avoid attempting to cover every detail of the paper. Focus on the **main technical contributions and key findings**.

In-Person Presenters

- Arrive at your assigned session room at least **10 minutes before the session begins** and introduce yourself to the Session Chair.
- Bring your presentation on a USB drive and upload your slides to the **conference presentation computer before the session starts**.
- Please **do not plan to connect or change laptops during the session**, as this may cause unnecessary delays.

Online Presenters

- Join your assigned virtual session at least **10 minutes before the scheduled start** to allow sufficient time for audio, video, screen-sharing, and connection checks.
- Please ensure you have:
 - A stable, high-speed internet connection
 - A working microphone and, preferably, a camera
 - Your presentation open and ready for screen sharing
 - A quiet environment with minimal background noise
- Please use your **full name** when joining the online session so that the Session Chair and technical team can easily identify you.

Q&A and Discussion

A **3-minute Q&A session** will immediately follow each presentation. Session Chairs will moderate questions from participants.

For hybrid sessions, please allow a brief moment between questions to ensure that both onsite and online participants can clearly hear and participate in the discussion.

Thank you for your cooperation and for your contribution to **IECON 2026**.

IECON 2026 Organizing Committee