

Presentation & Audio Visual Guidelines

ASP-DAC 2026

Please upload your presentation file via web
by January 16, 2026

<https://iconf.young.ac.cn/CUwbM>

Uploading Presentation Files

- All the speakers (Regular Papers/Invited Papers/Designers' Forum Papers) must upload presentation files via <https://iconf.young.ac.cn/CUwbM> by **January 16, 2026**.
- Presentation file must be made either in **PowerPoint 97-2003** (.ppt), **PowerPoint 2007-2016** (.pptx), or **PDF** format. Slides should be formatted in 16:9 (widescreen).

ASP-DAC 2026 ARCHIVE

- You can make your slides available via the ASP-DAC 2026 ARCHIVE Web after the conference.
FYI: ASP-DAC 2025 Archive
<https://www.aspdac.com/aspdac2025/archive/program/program.html>
- You will be asked during upload “Do you permit this file to be open on ASP-DAC 2026 ARCHIVE Web site after the conference?” If you agree, please check “Yes”.
- We recommend you have your slides on the archive, for it will help promote your ideas to a larger audience.

Presentation Preparation

■ Time Allocation:

- Regular Papers: 25 min. (20 min. for presentation and 5 min. for Q&A)
- Invited Papers: 25 min. (20 min. for presentation and 5 min. for Q&A), which can be adjusted after discussion with organizer onsite.
- Designers' Forum Papers: 25 min. (20 min. for presentation and 5 min. for Q&A), which can be adjusted after discussion with organizer onsite.
- Spend at least 30 seconds on each slide
- Give the audience a chance to read over the slide
- Speak across the slides
- Avoid talking “at” your slide
- Conclude your presentation with point punctuation

Slide Preparation: Rules and Recommendations

- Use **“landscape”** layout
- **NO company name** or **logo** except in title page
- Use **big, bold fonts** in “sans-serif” (Arial/Helvetica)

Recommended font size:

- 36 point for slide title
- 28 point for major bullets
- 24 point for indented bullets
- Anything below 20 point is too small

Slide Preparation: Rules and Recommendations

- Use **contrasting brightness levels**,
e.g. light-on-dark or dark-on-light

Black, blue, red,
green, orange on
white is good

Avoid low-contrast
color combination

- Minimize the use of animation
- Keep the visual simple
- Use thick lines for graphics (minimum: 2 point)

Slide Preparation: Rules and Recommendations

- This file can be a template for your presentation
- Avoid the bottom region of your slide
 - Difficult to see from back of the room
- **For users of non-English OS:**
 - **Use fonts that are also available in English OS**
 - Verify correct projection at the Rehearsal room

$$I = \alpha \times \beta$$

Good: (symbol fonts)

$$I = a \times \beta$$

Bad: (2-byte fonts)

Each Session Room is Equipped with

- **LCD Projector/Laser Pointer/Microphones**
- **Laptop computer with USB connectors**
 - **You are not allowed to use your own computer**
 - **Arrive at the session room 10-15 min. in advance and copy your slides to the computer for a smooth and efficient meeting. The slides will be deleted after the session.**
- **Software:**
 - **PowerPoint 2013 and PowerPoint 2021**
 - **Adobe Acrobat Reader DC**

During Presentation

- Use microphone
- Locate & test laser pointer
 - Use it only when necessary
- Advance slides with mouse or keyboard arrows
- **KEEP YOUR TIME**

NOTE: Session Staff will assist Session Chair to time the presentation and to show “Time Up” sign at the end of the presentation.

Rehearsal is the Key

IMPORTANT!

- Present your complete message within the allotted time
- Rehearsing is the best way to achieve this
- Rehearsal Room: **Prince Charming**
 - Jan 19 (Mon) – Jan 21 (Wed), 8:00AM – 6:00PM
 - Jan 22 (Thu), 8:00AM – 5:00PM
- File Checking Room: **Cinderella Dressing Room 1**
 - Jan 19 (Mon) – Jan 21 (Wed), 8:00AM – 6:00PM
 - Jan 22 (Thu), 8:00AM – 5:00PM