



Platform Session Presenter Checklist

What is a Platform Presentation?

These sessions are scheduled for either 60 minutes or 90 minutes; please see the schedule below for exact timings. The date and time of your presentation has already been sent to you. Each speaker presentation is 12 minutes, followed by a 2–3-minute Q&A session.

Platform sessions times are:

- **Friday, October 23rd from 10:00 AM – 11:30 AM PT**
 - Session Duration Time: 90 minutes
- **Saturday, October 24th from 10:00 AM – 11:30 AM PT**
 - Session Duration Time: 90 minutes
- **Sunday, October 25th from 11:00 AM – 12:00 PM PT**
 - Session Duration Time: 60 minutes

Platform Presenters must register to attend NACCT 2026 to participate in the symposium!
[Click here to register today.](#) Important note: Abstracts are subject to withdraw if presenting author does not register.

How to Format Your Presentation: (recommended)

- ✓ Include no more than 12-15 slides (1 minute per slide)
- ✓ Summarize your slides in 10-12 minutes
- ✓ Allow for 2-3 minutes of questions from the audience
- ✓ All scientific presentations are 16x9, High Definition. Acceptable format is PowerPoint
- ✓ Presenters can download a slide template from the Education Harvester

Audio-Visual Set-up for Oral Abstracts

Platform sessions take place in the scheduled meeting rooms. The meeting rooms are equipped with a screen, laptop, projector, wired mic and small podium. Platform Session presentations are recorded by default. Inform the Education Program Manager, Kristin Dube at kdube@veritasamc.com, with questions or concerns regarding the recording.

General Guidelines: (Tips)

- Hold microphone close to mouth when speaking so attendees can hear your presentation.
- One slide = One idea
- Do not use more than one slide per minute
- Limit the text on your slides – *focus on the main message*
- Use less than 20 words per slide
- Utilize clear visuals and graphics instead of text
- Limit abbreviations and unnecessary text
- Use bullet points instead of full sentences
- Make sure slides are clear and readable – double space your text
- Use clear fonts and contrasting colors
- Avoid the use of ALL CAPITAL letters or underlined text, as they are difficult to read
- Remember, your slide must be readable from the back of the session room
- Prevent using font sizes smaller than 18pt
- Cite your sources

Slide Submission

Slides will be due 4 weeks before the conference. You can upload them directly to cadmium. If you need to make modifications to your slides you can go to the speaker ready room prior to your talk to upload the latest version.

Questions?

Please e-mail NACCT Staff with any questions at NACCT@clintox.org.

We look forward to seeing you in sunny, San Diego!

Sincerely,

North American Congress of Clinical Toxicology Planning Committee

