

# Society of Cardiovascular Computed Tomography

5<sup>th</sup> Annual Scientific Meeting – July 15-18, 2010

## Information for Abstract Presenters (Oral Presentation) at the SCCT Meeting

Your allotted speaking time will be strictly adhered to. **Note that the length of all talks includes time for discussion.** This is the maximal time allowed so please be attentive to the length of your talk.

Below are tips for 15 minute talks. The oral abstract talks are 10 minutes in length with 3 to 5 minutes for questions.

### The Effective 10-minute Talk:

- Maximum 10 slides

### General Breakdown:

- Introduction: 1-2 minutes
- Purpose: 1 minute
- Methods: 1 - 3 minutes as needed
- Results: 3 - 5 minutes as needed
- Limitations: 1 minute
- Conclusions: 1 – 2 minutes
- Significance/Recommendations: optional

### Word Slides:

- Avoid too much writing on slide
- Use large type
- Maximum 7-8 lines of material per slide, with 8 words per line maximum

### To Include More Data on a Readable Slide:

- Draw horizontal lines under title/subtitle
- Use bullets
- Use phrases, clarify abbreviations

### Frequent Errors in Making Slides:

- Too much data on each slide
- Label's title too small
- Too many columns in a table
- Careful use of viewable color
- Bar graphs with too many bars

### For more information, we suggest the following reference:

TITLE: The 10-minute talk. AUTHORS: Kroenke K SOURCE: Am J Med 1987 Aug;83(2):329-30

### Other items to note:

SCCT will be using a centralized server for its AV purposes. Please upload your materials in advance of your session. Detailed instructions on how to upload your presentation will be given out later, and posted to the SCCT website.