

# IEEE ICMA 2024

## Presentation Instructions

### Timing:

**Oral Paper Presentation:** Each paper will be allocated 15 minutes of time, including question (12 minutes) and answer period (3 minutes).

The session chair will be responsible to keep the session on time, thus notifying each speaker about time limitations.

To avoid any technical problems and unnecessary delays, it is important that each speaker comes to his/her session 10-15 minutes in advance to check the equipment that will be used. Each speaker should also notify the session chairs of his/her presence.

### Tips:

**1.You can test your computer video and microphone device before the presentation**

**2.If you didn't do your paper presentation for technical problems, you can contact with the ICMA 2024 staff (icma@bit.edu.cn)**