EU PVSEC 2020 *online*

37th European
Photovoltaic Solar Energy
Conference and Exhibition

07 - 11
September
2020

NOTES FOR AUTHORS OF **VISUAL** PRESENTATIONS

Presenters of posters (Visual Presentations) have to REGISTER for the Conference by 31st July (the Registration information is available on www.photovoltaic-conference.com). Please note that your paper will not be published in the Conference Proceedings without having both registered for the Conference AND having presented the Poster in its allotted Session during the Conference. (www.eupvsec-proceedings.com).

Presentations must be prepared and presented in ENGLISH, the official language of the Conference.

Visual presentations are performed live but posters and recorded videos will be on display on the virtual poster wall throughout the week. Each visual presentation has a sub-page assigned with the following features:

- Poster with zoom in and out options
- 3 min introductory/explanatory video that each presenter can record in advance and upload in the EU PVSEC user area.
- Live 2-way video chat for full interaction between speakers and audience (speakers and audience can see and talk to each other live). Via this live video chat, the presenter can perform during the session (just as in an on-site event) and audience members can ask live questions, debate and discuss with no limit on number of participants.
- Text chat to drop messages to the presenter and networking.

1. Information for Presenters

A Visual Presentation is a perfect medium for direct two-way communication with all interested delegates on specific topics, projects or programmes.

Good design is essential if this important part of the Conference is to be a success. Authors are therefore urged to follow closely these instructions:

Posters

- The PDF (Portable Document Format) is the only accepted file type for the poster.
- The file size of the PDF should not exceed 10 MB (once converted into PDF). Please do not set password security on your PDF file.
- The minimum resolution of the graphs should be 300 dpi (dots per inch) and use simple color (standard + RGB). The file type of the illustration inside the presentation should be .jpg, or .gif.
- Charts generated by excel shall be inserted as a picture (.jpg, .png, or .gif format) without linked to excel data. Please use simple contrasting colors (Standard + RGB) instead of fill patterns in your charts.
- The Poster has to be headed by the title and the author(s) name(s). A good poster concentrates on the outstanding features of a project, easily grasped by the viewer, with a minimum of text (less than 50 % of the total poster area)
- Advertising material is not allowed to be presented in this Scientific Conference. Please be aware that posters containing predominantly marketing or advertising material will be removed by the Organiser without giving prior notice.

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Introductory/Explanatory Video

Poster presenters have also the possibility (not mandatory) to include in their assigned space an Introduction-Explanation a 3 minutes video of their work. The approach towards this video is open. Some suggestions from our side would be:

- Recording yourself giving the presentation using a camera
- Creating a 'ppt' presentation of your poster and recording narration over using the Powerpoint feature. The format of the resulting document must be mp4.

- The mp4. format is the only accepted file type for the video. Please ensure that your video is encoded as a H.264/AAC MP4 file.
- Please use as video resolution 1280 x 720 pixels
- Please make sure that the recorded video is not HD
- The video length should not exceed 3 minutes
- The file size of the video should not exceed 200 MB

Schedule of Interactive Visual Presentations
Authors of Visual Presentations are requested to present at their posters personally during the times indicated below and in the Conference Programme. This will give all Conference delegates the opportunity for questions and discussion using the platform´s live tools, thus fostering information exchange, which is the major objective of this event.

Visual Presentation	**4AV.1**	Monday, 07 September	13:30 – 15:00
Visual Presentation	**4AV.2**	Monday, 07 September	15:15 – 16:45
Visual Presentation	**4AV.3**	Monday, 07 September	17:00 – 18:30
Visual Presentation	**3BV.1**	Tuesday, 08 September	08:30 – 10:00
Visual Presentation	**3BV.2**	Tuesday, 08 September	10:30 – 12:00
Visual Presentation	**5BV.3**	Tuesday, 08 September	13:30 – 15:00
Visual Presentation	**1BV.4**	Tuesday, 08 September	15:15 – 16:45
Visual Presentation	**6BV.5**	Tuesday, 08 September	17:00 – 18:30
Visual Presentation	**2CV.1**	Wednesday, 09 September	08:30 – 10:00
Visual Presentation	**6CV.2**	Wednesday, 09 September	13:30 – 15:00
Visual Presentation	**5CV.3**	Wednesday, 09 September	15:15 – 16:45
Visual Presentation	**5CV.4**	Wednesday, 09 September	17:00 – 18:30
Visual Presentation	**7DV.1**	Thursday, 10 September	08:30 – 10:00
Visual Presentation	**2DV.2**	Thursday, 10 September	10:30 – 12:00
Visual Presentation	**2DV.3**	Thursday, 10 September	13:30 – 15:00

Audio and video-records and screenshots may be produced within this event and during your presentation. By your participation you agree that such recordings/screenshots may be made available to the public.

2. Upload your Poster and your video

Presenters of Visual Presentations are requested to upload their posters and videos online **between 31st August-6th September 2020** to their EU PVSEC user area (Presenters will be duly informed when the platform is open).

3. Poster Awards

In recognition of the effort which you and your co-authors have devoted to the technical work reported in your Visual Presentation and to the preparation of the poster itself, the most outstanding Visual Presentations will be awarded. The awards will be based on the quality of the technical work reported and of the presentation of that work.

The ceremony of the annual awards for the most outstanding Visual Presentations will take place during the Closing Session on Friday, 11 September 2020 but the winner of each session will be decided at the end of each session. The awards aim to encourage and to give additional recognition to high quality contributions that combine novelty and excellence in scientific content in their presentation. A total of 15 presenters will be awarded, one from each visual session.

Aiming to increase the visibility of poster awards winners and as a recognition to the quality of their presentation, the 15 winners will have the opportunity to perform a 5 minute oral presentation to the audience during the **Poster Awards Winners Session on Thursday 10 September from 17:00 to 18:30**.

The judges will use the following criteria for assessing the poster presentations:

Content: Do the scientific/technical results reflect an innovative approach and a comprehensive study of high quality?

Presentation: Does the graphical and written material clearly explain the purpose, approach, results and conclusion? Does the poster exhibit good graphical composition, use of colour, legibility and structure?

The assessment by the jury will take place during each visual session. As well as the evaluation described above, we remind you that your poster will only be eligible for a Poster Award if:

- you perform your presentation during the scheduled session AND;
- you or one of your co-authors are available for performing a presentation during the **Poster Awards Winners Session** on Thursday, 10 September.

In case of shortlisting for nomination, evaluators will approach to ask you to verify these presences are guaranteed, and to explain further steps as appropriate.

4. Full Paper and Poster to be published in the Conference Proceedings:

- If you wish your **original paper or presentation to be published in the Conference Proceedings**, it has to be submitted online between **31ˢᵗ August-10ᵗʰ September 2020 to the <u>corresponding author´s user area</u>** (Corresponding authors will be duly informed when the submission platform is open). The layout of your paper should be exactly the same as the master document <u>"Instructions for Preparation of Papers"</u>. For further details on how to prepare the manuscripts please see the **Instructions for the Preparation of Papers** on the EU PVSEC website.
- Kindly note that uploading your poster for displaying in the virtual conference does not imply publishing it in the conference proceedings. If you wish to have your poster published in the EU PVSEC Conference Proceedings, it has to be uploaded in 'pdf' version in the <u>corresponding author´s user area</u> of the submission under the corresponding section.

We look forward to your presentation and to meeting you online.

On behalf of Dr. Robert Kenny, EU PVSEC Technical Programme Chair

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