8TH iPCI 2025

"Redefining outcomes for our PCI patients"

8th - 10th AUGUST 2025

Trident Hotel, Hyderabad

Get Ready to Join the Biggest National Conference on Imaging and Physiology!

Preview Room Guidelines for Speakers

Location and Time Schedule

1. The Venue of the conference is **Hotel Trident, Hyderabad**

2. The Preview Room is located near **Registration Desk.**

3. The Preview Room time schedule is as follows

S.No	Day	Date	Time
1.	Friday	8th August 2025	10 AM to 7 PM
2.	Saturday	9th August 2025	7 AM to 7 PM
3.	Sunday	10th August 2025	7 AM to 2 PM

Infrastructure

1. The Preview Room is equipped with Windows and MAC computers with latest operating system

2. Speakers must upload their presentation 4 hours before the scheduled time of presentations.

3. If the speaker is presenting at 8 am, speaker must upload the presentation on the previous day.

4. Presenters are requested not to occupy the upload stations for editing purpose. If you need to edit your presentation, please ask one of our support staff who will be happy to guide you to the nearest desk meant for editing.

5. Please note **editing time is not** considered as the minimum time required for uploading the presentation.

6. To avoid last-minute stress, speakers must adhere to the timelines strictly.

7. The Preview Room is equipped with a demo podium. Please familiarize yourself with the systems, the mouse, or the cursor.

Uploading your presentation

1. **Upload Deadline:**

- All speakers are required to upload their presentations at least **4 hours** prior to their session. For morning sessions, upload must be done the evening before.

2. **File Format:**

- Presentations must be in **PowerPoint (.pptx)** format, Recommended to use Office 2016 or later.

- For multimedia content, ensure that video/audio files are embedded properly. Supported format is MP4.

3. **File Naming Convention:**

- Name your presentation as: **SessionName_SpeakerName_Date** (e.g., "CardiologySession_DrJohn Doe_08August2025").

4. **Backup Files:**

- Bring a copy of your presentation on a USB drive.

- Email a backup copy to yourself in case of emergency.

5. **Presentation Testing:**

- After uploading, speakers must review their presentation on the conference system to ensure proper formatting, animations, and transitions.

- If changes are needed, work with the technician on-site for adjustments.

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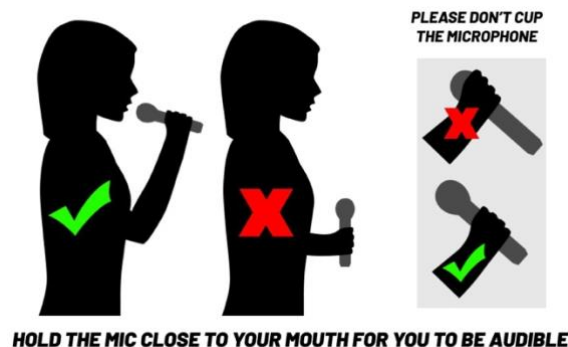
Entry/Exit in the preview room

1. The preview room is strictly meant for speakers, and accompanying person may not be allowed as it may disturb the other speakers who are looking to concentrate.

Safety and Security

1. Please check your belongings before leaving the preview room. As the preview room staff is not equipped to take care of your belongings.

2. Please do not store your valuables in the preview room

Distances – Plan your preview room visit

1. Please factor in these important points.

2. The distance from the airport to the conference venue varies between 45 Min to 1 Hour

3. Due to the scale of this conference the preview room can get busy and you may have to wait for your turn.

HOLD THE MIC CLOSE TO YOUR MOUTH FOR YOU TO BE AUDIBLE

Infrastructure In the Hall

1. Please inform the stage manager of your arrival 30 minutes before the start of the session.

2. The stage manager is always seated near the main console.

3. The stage is equipped with

   a. Digital Smart Podium

   b. Timer

   c. A Computer with full-size keyboard and mouse

   d. Shortcut keys **Ctrl + L** to enable /Disable Laser pointer

   e. Confidence monitors for Chairpersons/Moderators/Panelist

4. The podium is equipped with microphones. Please avoid touching the microphones as static current may pass thorough and can create a loud uncomfortable sound.

Timer

1. **To respect the next speakers schedule, please adhere to your allotted time.**

2. **At the last minute of your presentation the system is designed to go to your Conclusion Slide, please make a note of this.**

3. **You are advised to rehearse your presentation.**