

Presenter Guidelines

All presenters are required to provide the following:

- Abstract, brief biography and current headshot – **due prior to acceptance of your presentation.** Provide in Microsoft Word format (.doc or .docx). Biography should not exceed 200 words and headshot should be hi-res 300dpi professional quality.
- Written Paper **due January 21, 2019.** Please see formatting instructions in the Presenters paper template guide.
- PowerPoint presentation **due March 03, 2019.** Provide in Microsoft PowerPoint (.ppt) using **16:9 widescreen format.**

Abstract: The abstract should introduce the presenter and provide a brief overview of the topic. Please include the title, author(s) and their affiliations. It should be kept to a half page.

Brief Biography – due prior to acceptance of your presentation.

A short paragraph on authors background, qualifications etc. Biography should not exceed 200 words and headshot should be hi-res 300dpi professional quality.

Written Paper – due January 21, 2019

The paper will be published with your abstract and biography on the TechCon[®] Aus-NZ 2019 thumb drive provided to all participants.

To keep the look of the final USB Proceedings consistent, please use the attached paper template when formatting your paper.

Presenters are required to observe the “Non-Commercialism Policy”. Papers and/or reports must be presented by one of their authors. All presenters acknowledge and agree that Wilson Transformer Company and TJ|H2b Analytical Services reserves the right to reproduce, copyright and distribute TechCon[®] Proceedings. The Proceedings are a collection of written papers submitted by conference presenters. They are provided to conference attendees on a USB thumb drive and available for purchase by the public.

Please submit your final paper to be published as conference proceedings in the approved format. A Template of the approved format is attached.

Full Length Papers: either describe innovative work in detail or provide critical, well- referenced overviews of key developments or best practices.

Reports: describe a specific technology, application, or activity (e.g. case history) in a concise format.

PowerPoint Presentation – due March 03, 2019

Presenters will have approximately thirty (30) minutes to present their material unless otherwise specified. Please upload your Power Point presentation by the due date to the designated Dropbox link that will be provided **and** bring a backup copy on a USB drive to the conference as well.

Should your presentation have any special effects including video, sound, animation, etc., please let us know when you submit your presentation so appropriate arrangements can be made.

It is the policy of Wilson Transformer Company /TJH2b Analytical Services and TechCon® Worldwide not to share the Presentations without the expressed consent of the author.

Presenter Registration

Presenters are given complimentary access to the conference. A TechCon staff member will send you a registration & accommodation request form. Please return this form promptly, as this will allow us to maintain accurate attendance records.

Non-Commercialism / Marketing Policy

TechCon® Worldwide conferences are non-commercial forums for the sharing of electrical equipment maintenance practices and related issues with our clients and prospective users. Accordingly, all presenters should refrain from specific product endorsements and avoid the use of brand names as much as practical. Under no circumstances should the session podium be used as a place for direct promotion of a speaker's product, service, or monetary self-interest.

Presenters from any session podium must refrain from overt statements or pointed humor that disparages the rightful dignity and social equity of any individual or group.

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Please direct any questions regarding this policy to:

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