

How to Deliver a Strong Oral Presentation at the EDTNA/ERCA Conference

The EDTNA/ERCA Conference audience consists primarily of clinical healthcare professionals. When preparing your presentation, consider what is most relevant and useful for clinical practice.

Focus on What Matters to the Audience

While the background section may contain extensive information about the condition or topic under study, this should be kept concise. Clinical staff are generally most interested in:

- The intervention or innovation that was implemented
- The results of the project, study, or initiative
- The implications for clinical practice
- Practical lessons that can be applied in their own settings

The methods section should be described briefly, providing only the information necessary for the audience to understand the quality and strength of the evidence supporting the results.

Structure Your Presentation

We recommend following the IMRAD structure:

1. Background
2. Aim
3. Method
4. Results
5. Discussion
6. Conclusion
7. Implications for Practice

Please do not use a separate agenda slide. The presentation structure should naturally guide the audience through your work.

Design Effective Slides

Your slides should support your spoken presentation rather than duplicate it.

- Ensure consistency between what you say and what appears on the slides.
- Do not place your entire script on the slides.
- Keep text to a minimum and make slides easy to read.
- The Aim and Conclusion slides should closely reflect what you say during the presentation.
- Use a presentation template from your own organisation.
- Include all co-authors on the title slide.
- Include references on relevant slides, for example by providing the PubMed identification number (PMID).

Language and Delivery

Please use British English throughout both your slides and your manuscript.

To improve pronunciation and consistency, particularly for non-native English speakers, we recommend using the Merriam-Webster online dictionary to check pronunciation of key terms.

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When presenting:

- Speak slowly and clearly.
- Remember that presentations often take longer when delivered to a large audience.
- Allow sufficient time for pauses and audience engagement.
- Ensure that your presentation fits comfortably within the allocated time.

Prepare Thoroughly

Practice your presentation several times before the conference.

Ideally, rehearse in front of colleagues from your department who can provide feedback on:

- Language and pronunciation
- Clarity of messages
- Relevance to clinical practice
- Timing

Repeated practice will increase confidence and improve delivery.

Use a Manuscript

We encourage presenters to prepare and use a written manuscript.

Please bring your manuscript with you. Do not rely on being able to read notes directly from the presentation screen during your talk.

Ethical and Legal Considerations

Before submitting your presentation, carefully review all slides to ensure they meet ethical and legal standards.

- Do not include confidential or identifiable patient information.
- Do not use photographs of individuals without written consent.
- Ensure that you have the appropriate copyright permissions for all images and figures used.
- If you have any conflicts of interest, please declare them on the second slide.

Before Your Session

- Submit your presentation from home or as soon as possible after arriving at the conference venue.
- Arrive at the session room at least 15 minutes before the session begins.
- Introduce yourself to the session chair.
- Prepare one question that you would like the moderator to ask following your presentation.

Starting Your Presentation

The moderator will introduce you. At the beginning of your presentation, briefly state:

- Your full name
- Your current position
- The title of your presentation

You may also use this introduction to highlight the key message or main content of your presentation.

A well-prepared presentation that focuses on clinically relevant results, practical implications, and clear communication will provide the greatest value to the EDTNA/ERCA audience.