

# Presentation guidelines

## First International Symposium on Supply Chain 4.0: Trends, Challenges and Opportunities from the 4th Industrial Revolution

August 28-29th, 2017, Limeira, Brazil

Organized by the SC4 (Collaborative Research Network on Supply Chain 4.0)

<http://supplychain4.org/issc4-2017/>

### General Instructions

- At least one author must be registered at the symposium and present the paper;
- Authors are responsible for preparing visual support (Presentation or Poster);
- Authors are responsible for identifying if their paper will be presented during the poster session or during one of the four thematic sessions;
- General information must be clearly identified, such as title, authors' name, and affiliations;
- Texts inside posters and presentations must be clear and concise; we must avoid long paragraphs and we encourage you to employ bullets, figures and tables to summarize your paper;

### Instruction for Presentations (during the thematic sessions)

- We recommend the use of PowerPoint or other equivalent software;
- The presentation format is free;
- Authors have 10-12 minutes for presentation and 3-5 minutes for questions. The total time for presentations and questions cannot exceed 15 minutes.
- The file with the PowerPoint presentation must be provided to the session chair before the thematic session. We recommend authors to arrive 10 minutes before the thematic session.

### Instructions for Posters (during poster sessions)

- We recommend authors to use the poster template available on our website: <http://supplychain4.org/issc4-2017/>. This template can be adapted according to the authors' needs, but it must respect the proposed size (up to 80 x 100 cm).
- Posters will be presented during the cocktail on August 28<sup>th</sup> (18h – 19h) in the reception meeting hall.
- Posters must be printed in plotter format (paper or plastic) and they can be attached to a poster rack using a small rope;
- Authors are responsible for bringing the poster and the required rope at the meeting hall 10 minutes before the cocktail.