**Vice Chancellor’s Awards and Academic Sessions 2026**

**University of Ruhuna**

***“Knowledge, Innovation, and Resilience: Towards Sustainable Futures through Technology”***

**Guidelines for the Preparation of the oral and poster presentations.**

**ORAL PRESENTATION GUIDELINES**

* **Download the** **oral presentation template** from the conference website.
* Presentations should include the following sections: **Introduction** (background, objectives, etc.), **Materials and Methods**, **Results and Discussion**, and **Conclusion**.
* Each oral presentation is allocated **15 minutes** in total: **10 minutes for the presentation** and **5 minutes for the discussion**.
* Please **submit your presentation via email (secretary\_asuor2026@eng.ruh.ac.lk)**or **bring it on a pen drive**.
* All presentation rooms will be equipped with a **PC or laptop**.
* All presenters must arrive at the session room **at least 15 minutes before** the session begins.
* Session details will be shared with all presenters via **CMT** in due course.
* Submit your presentation to the **session convener** and ensure it is saved on the available PC or laptop **before the session starts**.
* Complete the **Author Declaration Form** and submit it along with your PowerPoint presentation (If you have already submitted it, please ignore this).
* A panel of judges will **evaluate** all presentations during the conference sessions.

**GUIDELINES FOR 3-MINUTE e-POSTER (DIGITAL) PRESENTATIONS**

* **Download the** **poster presentation template** from the conference website.
* Prepare the poster according to the **instructions given**.
* Prepare your poster with **clear and concise** information. Avoid overloading it with excessive text or figures.
* The final digital version of the poster must be prepared in advance and either submitted through the designated Google link, which will be provided in due course, or submitted directly to the **session convener** and ensure it is saved on the available PC or laptop **before the session starts**.
* Complete the **Author Declaration Form** and submit it (If you have already submitted it, please ignore this).
* A panel of judges will **evaluate** all posters during the conference.

**Note:** Submission of the Author Declaration Form is **compulsory** for abstract publication.