SolarPACES 2024: Instructions for Oral Presentations

As the SolarPACES conference 2024 is approaching fast, we would like to provide you with instructions on how to prepare and upload your oral presentation.

Check Time and Schedule of Your Presentation

- The detailed program showing the time and place of your session will be published on the [conference website](#) soon. We will send a mailing once it is online.

- The slot for a regular oral presentation is 20 minutes, which must include time for Q&A and speaker introduction by the chair. Your speaking time should therefore **not exceed 15 minutes**.

Requested Uploads by October 4

- All oral presentations should be uploaded in advance [to the Fourwaves platform](#) by **October 4 at 23:59 (p.m.) CEST**.

- You are asked to upload three documents / texts:
  - 1. Your presentation:
    To reduce technical issues, your presentation should be in .ppt format or .pptx format, but.pdf format is possible as well. If your presentation was created with an Apple device, please test the file on a Windows PC to make sure that it is correctly displayed.
  - 2. Your presentation PDF:
    In addition, please also upload your presentation in .pdf format in the designated field. It will be made available to conference participants after the conference in the Fourwaves internal area, if the presenter or the author have given their consent on during the upload on Fourwaves.
  - 3. A short bio:
    While uploading your presentation to Fourwaves, please also upload a short bio/introductory text (**no more than 2-3 sentences**) in the designated text box. The session chairs will use this short text to introduce you.
- Avoid any external links in your presentation. The presentation computers do not have an internet connection.
- Non-standard fonts should be embedded.
- All images and graphs must be embedded without links.

- Experience shows that video clips often cause technical difficulties. If you intend to use video clips, please double-check their validity when handing in your presentation.

Upload Instructions

1. Open your account in Fourwaves;
2. Select your submission;
3. Click „Edit Submission" on the right, and upload the files in the appropriate section (Presentation Upload at the bottom of the form);
4. Please be sure to upload your presentation file to Fourwaves by **October 4 at 23:59 (p.m.) CEST**.
5. After this deadline, no changes to the uploaded presentation can be made.
6. Once you are finished, remember to save the form. **Please do not make any other changes to your submission form except for the Presentation Upload section and the submission authors contact information, otherwise your submission may become invalid.**
7. We recommend bringing a USB flash drive containing the presentation to the conference for backup.

Alternatively, you may upload your presentation at the Media Upload desk on-site at the conference. We strongly advise that you upload your presentation well in advance to avoid queues and potential setbacks. However, we ask you to approach the Media Upload desk when time allows (at least 2 hours before the session), to double-check that the presentation has been uploaded correctly.

Please Note

- You will not be able to display your presentation directly from your laptop computer or USB flash drive.
- We recommend that you meet your session chairs inside the conference room at least 10 minutes before the beginning of the session. Take this opportunity to familiarize yourself with the technical equipment as well.

Conference Registration Deadline for Authors: September 1

Please note that the **presenting authors must be registered by September 1, otherwise the presentation will be removed from the program, even if you have uploaded your presentation to the Fourwaves platform.**

>> Register here

October 8-11, 2024
Rome, Italy

30ᵗʰ SolarPACES Conference

SolarPACES
Concentrating Solar Power, Thermal,
and Chemical Energy Systems

Paper Submission for the Conference Proceedings: September 9

You are invited to submit a full paper (5-8 pages) for publication in the SolarPACES 2024 Proceedings. However, this is not mandatory. The paper template, which also serves as a guideline, can be downloaded here. The papers must be uploaded to the TIB platform **until September 9**.

Please bear in mind that only papers which have been presented at the conference are eligible for publication in the proceedings.

We look forward to welcoming you at the conference! Please do not hesitate to contact us with any questions.