



## Presentation File Guidelines

### ISAAH – International Society of Aesthetics, Anti-Aging & Hair Restoration Medicine

To ensure a smooth and professional scientific program at ISAAH congresses and workshops, all speakers are kindly requested to follow the guidelines below when preparing their presentation files:

#### 1. File Format

- **PowerPoint:** Microsoft PowerPoint (Post-2007 version, .pptx format only)
- **Videos:** All videos must be directly embedded within the PowerPoint file
- **Video Format:** .mp4 (preferred) or .avi

#### 2. File Size

- Maximum file size: **2 GB**

#### 3. Presentation Template

- Speakers are strongly encouraged to use the official ISAAH PowerPoint template provided (at minimum, the introduction and conclusion slides).
- Please use animations and transitions sparingly to maintain a professional and seamless flow.

#### 4. Font Guidelines

- Recommended fonts: **Arial** or **Calibri**
- Avoid Times New Roman and decorative fonts.
- Narrow fonts may be used only if necessary to fit essential information without reducing readability.

#### 5. Font Size

- Minimum font size: **28 pt**

- Larger fonts are strongly recommended for optimal visibility.
- As a practical check: if you cannot clearly read your slide from 2–5 meters away, the audience may also struggle to read it.

## **6. Colors**

- Use high-contrast, readable colors.
- Avoid light yellow, light green, or low-contrast color combinations.

## **7. Slide Content**

- Use concise bullet points to clearly convey your key messages.
- Keep slides simple and uncluttered.
- Charts and graphs should be clear, properly labeled, and easy to interpret.

## **8. Patient Privacy & Ethical Considerations**

- Patient confidentiality must be strictly maintained.
- Ensure that all patient-identifiable information is removed.
- Written informed consent must be obtained for any clinical photographs or videos presented.

ISAAH reserves the right to request modifications if presentation materials do not comply with these guidelines, in order to uphold scientific quality, professionalism, and ethical standards.