



# 29th IEEE Workshop on Signal and Power Integrity

May 11-14, 2025 – Gaeta, Italy

## PRESENTATION GUIDELINES

*To ensure your presentation is successful and trouble-free, kindly follow the instructions given below.*

### 1) Keynote and Oral Presentations

#### 1.1) Duration

The Chairpersons will be strict on timing. Speakers must ensure that their presentation, including the period for questions and answers, takes no longer than the time stipulated in the Final Program:

- **KEYNOTE: 30 minutes**, followed by **10 minutes for Q&A** (40 minutes total)
- **ORAL: 15 minutes**, followed by **5 minutes for Q&A** (20 minutes total)

#### 1.2) Inside the Auditorium

A laptop computer, projector and screen, microphone and pointer will be provided **to be used for all presentations in the auditorium**, to ensure consistency in technical quality and allow a quick and smooth transition between speakers. **It will not be possible for speakers to use their own laptop.**

#### 1.3) Supported Formats and Presentations Upload

The laptop system supports presentations made with **MS Office** and **Adobe PDF** software, suitable for *PowerPoint* type projection. **Speakers are strongly encouraged to send their presentation file by email to [spi2025@unicas.it](mailto:spi2025@unicas.it) at least 24 hours before their presentation.** In alternative, speakers can upload the file directly to the laptop before their Session begins, with the help of the Staff Team that will be present in the auditorium. Although less advisable, speakers can also bring the file in a USB storage device and run it on the laptop.

#### 1.4) Privacy Issues

Unless the authors explicitly authorize public sharing, the presentations and associated files left in the lecture room's laptop after the workshop ends will be deleted and will not be provided to anyone.



# 29th IEEE Workshop on Signal and Power Integrity

May 11-14, 2025 – Gaeta, Italy

## 2) Poster Presentations

### 2.1) Poster Format

Posters must be in vertical (portrait) orientation. The maximum size allowed is **120 cm for height** and **90 cm for width** (A0 size, approximately).

### 2.2) Poster Exhibition

Presenting authors are expected to attend the Session and stay nearby their Posters. Poster boards will be marked with a number (listed in the Final Program) and each presenter must ensure that their Poster is placed on the proper numbered board. Posters can be put on display from Sunday afternoon onwards and should be removed before the end of the workshop. **Suitable pushpins and tape will be provided by the Secretariat and the Staff Team.**

### 2.3) Privacy Issues

Unless the authors explicitly authorize public sharing, posters left on the boards after the workshop ends will be destroyed and will not be provided to anyone.

## 3) SPI 2025 logo and banner

Authors are free to include in their presentations (Keynote, Oral or Poster) the workshop's official logo and banner images available at [spi-workshop.org/workshop-files](http://spi-workshop.org/workshop-files).

## 4) Language

The workshop's official language is **English**.