

The 2017 IEEE MTT Texas Symposium on Wireless & Microwave Circuits & Systems

Presentation Instructions

1. Presentation Submission

1. The suggested template for the presentation may be found [here](#).
2. You may choose your own colors/theme, as long as the information on the first slide of the suggested template is there (conference name, session number, paper number, etc.).
3. The file name for your presentation must start with the session number followed by a hyphen and then the paper number within the session. In the example file the session number is 7 and it is the 3rd paper in that session (7-3). Following that is an underscore, an abbreviated form of your paper title, and the presenter's name in parenthesis.
4. Your presentation is to be uploaded as one of the files in the "Camera Ready" section at the Conference Management Toolkit (CMT) [website](#) (multiple files can be uploaded there).
5. The file format must be **.ppt** or **.pptx**. A pdf file may also be uploaded for your presentation, as long as it follows the requested naming convention.
6. The submitted file size is to be limited to 10 MB. Let us know if you need this limit to be increased.
7. Your presentation will be reviewed by the chair of your session and you may be requested to make changes in it and upload a revised presentation.
8. Your revised presentation must be uploaded in place of your previous one by **3/25**. Please don't plan on completing your presentation at the last minute and bringing it on a USB drive, as this will be disruptive.
9. Make sure to follow the guidelines in the suggested template, and to limit the amount of material in your slides such that it can be presented at a comfortable pace within 17 minutes. This is to allow the audience time for questions about your paper, and also to account for the transition time between speakers. Please keep in mind that the audience will be seeing many presentations that day and there is no point in loading the presentation with too many hard-to-follow/remember details.
10. The presentation slides will be made available to attendees via a link, but this material will not be submitted to the IEEE with the papers and will not be published. Unlike the papers, who will eventually be owned by the IEEE, the presentations remain the property of the authors and cannot be distributed outside of the conference in any way without explicit permission of the authors.

2. At the Conference

Make sure to arrive at your session a few minutes before it starts and show the session chair where you will be seated (preferably in the front). The exact location for your presentation will appear in the final revision of the program, which will be made available at the conference [website](#).

You must present your paper and be available to answer the audience's questions right afterwards in order for your paper to be published with the IEEE Xplore. Please inform us as soon as possible if you will not be able to do this.

Thank you for contributing to the Texas Symposium on Wireless & Microwave Circuits & Systems!
We look forward to seeing you in Waco!

Taylor Barton,
Technical Program Chair

Oren Eliezer
General Chair

