

## ICHRIE Conference Presentation Guidelines

### *15-Minute Stand-Up Presentation*

Each presentation will be limited to 15 minutes and delivered in a stand-up format. Presenters should aim to create a concise, engaging, and results-oriented talk that is tailored to the professional audience attending ICHRIE. Time management is essential. While there may be time for Q&A depending on the session format, presenters should plan their content to fully utilize the 15-minute window for delivery.

The presentation should follow a focused structure consisting of five key parts: a brief introduction, research framework (or theoretical model), a summary of the methodology, results, and a discussion of theoretical and practical implications.

The introduction should clearly articulate the purpose of the study or project, state the central research question or issue, and provide only the most relevant background needed to frame the findings.

Next, presenters should briefly describe their research framework (or theoretical model) and methodology, offering a high-level overview of the research design or approach. Technical details should be minimized unless critical for understanding the results, as the emphasis should remain on relevance and clarity.

The core of the presentation should focus on the results. Present only the most impactful findings, supported by visuals such as charts or graphs where appropriate. These results should be directly connected to the identified research question or industry challenge.

The discussion section should interpret the findings in a way that highlights their significance to the hospitality and tourism field. Presenters are encouraged to offer theoretical contributions, practical takeaways, recommendations for stakeholders, and suggestions for future research or application.

All presenters are required to bring their own laptop for the presentation. Please ensure that your device is compatible with standard HDMI connections and that your presentation is downloaded and ready to go without relying on internet access. If bringing a personal laptop is not possible, presenters should bring their presentation on a thumb drive (USB) in a commonly used file format such as PowerPoint or PDF. This will allow the presentation to be loaded onto a backup computer if necessary. Arriving early to check equipment and troubleshoot any potential technical issues is strongly recommended.

Slide design should be clean and visual. Avoid heavy text and instead use bold fonts, high-contrast colors, and minimal content per slide. Each slide should focus on a single

message or point. The final slide should include presenter name(s), affiliation(s), and contact information for follow-up.

For further questions or clarification, please reach out to the conference planning team or refer to official ICHRIE communications.