



### Instructions for paper sessions, panels, and workshops presentations

Below are the general guidelines for all presenters, including those in paper sessions, panels, and workshops.

1. Prepare your presentation (for papers, workshops, and panels) in **PDF, PPT, or PPTX** format – all of them in English, except the ones related to Track 23;
2. A presentation template is provided for the event, but its use is optional. You can find the templates at  [dg.o 2025 Presentations Folder](#)
3. Name your file as follows: **TrackNumber\_IDNumber\_FirstAuthorName**
4. Upload your file to the following Google Drive folder, in the folder related to your type of presentation and session. If for any reason you are not able to upload your file, send it by email to [carolina.lopes004@edu.pucrs.br](mailto:carolina.lopes004@edu.pucrs.br) with the subject line: "dg.o presentation"  
 [dg.o 2025 Presentations Folder](#)
5. Please **introduce yourself to your session chair 10 minutes before the session begins;**
6. Duration of sessions:
  - a. Most paper presentation sessions are two hours long, featuring three, four, or occasionally five papers presentations. A few sessions are one hour long, with two or three papers being presented. You will have up to **15 minutes** to present your work, followed by 5 to 10 minutes for discussion;
  - b. Workshops are three hours long (two sessions of 1h30 each, with a break in between).
  - c. Panels are two hours long.
7. Language of the sessions: workshops, panels, and papers sessions (except the ones related to Track 23) should be in English.


**Thank you for supporting the success of dg.o 2025!**

### Poster Presentation Guidelines

The poster session will last **1 hour**, and you are welcome to present and engage with attendees throughout that time as people arrive.

Just a reminder: you will need to bring your printed poster with you, ready to be fixed at the venue.

#### Poster Design Requirements:

1. Size: A0 (84,1 cm x 118,9 cm – portrait orientation);
2. In English;
3. A poster template is provided, but its use is optional. You can find the templates at  [dg.o 2025 Presentations Folder](#);

4. Please include the poster submission ID in the bottom right corner;
5. Posters may be printed on regular paper — lamination or canvas is not required. You also don't need to bring string or cords for hanging, as posters will be attached with tape;
6. You can also print your poster at the PUCRS Campus. Todeskprint Impressões (building 16/PUCRS Library, ground floor) offers this service. You can contact them through the e-mail [graficatodesprint@gmail.com](mailto:graficatodesprint@gmail.com) or WhatsApp number 51-3339-2136. It is recommended to send them the file at least five business days before. The cost to print is R\$ 70 (around US\$ 14).

The poster session will take place on June 10, from 3:00 PM to 4:00 PM, in the Theater Foyer (Buildings 40/41). We kindly ask that you arrive at the venue preferably 30 minutes before the session begins. Please bring your poster on the morning of June 10, or at the latest, 30 minutes prior to the start of the session.

**Your poster presentation is a valued part of dg.o 2025 — thank you for being part of it!**