



GOVERNMENT COLLEGE FOR WOMEN NARNAUL

Research Paper Presentation Guidelines (SOP) for International Conference 2026

Tuesday, 20th January 2026

- The Research Paper presentations can be done in Offline/ Online mode as per applicable norms. As per D.G.H.E. norms/guidelines, all authors of accepted research papers must attend the Conference in Offline/Online mode, **but delegates from Haryana State are NOT permitted to opt for online mode and must attend the Conference in person (Offline Mode only).**
- Each oral presentation of the Research Paper would be for **8 minutes**, followed by a 2-minute question-answer period.
- Delegates should ensure that the presentation is completed in the given time (8+2=10 Minutes). Hence, it is better to avoid the video in the presentation.
- Delegate will ensure that each presentation is officially submitted to the Track Chair.
- A research paper submitted with multiple authors must be presented by both authors during the conference.
- **The online session will be conducted via the Google Meet platform. The link to the session will be shared in the concerned Online Mode attending delegates' WhatsApp Group.** At the end of the session, there will be a question-and-answer interaction with the session chair. All authors are required to be present for this discussion.
- For an offline presentation, the conference will be equipped with a High-Tech LCD projector/Screen and a computer that is connected to the projector.
- We suggest that you save a copy of your presentations in .ppt and .pdf format.
- The offline session rooms will have a screen for a presentation format. Make the letters on your slide BIG ENOUGH.
- To ensure that the session starts on time, delegates should be present online /offline at the presentation venue online/offline at least 15 minutes before the scheduled time of the session.
- There will be no rearrangement of paper presentations within an oral session to accommodate absences or cancellations. The time assigned to an oral presentation within the oral session is fixed.
- It is suggested to keep Max. 10 slides of a presentation. The presentation PPT can be labelled as Delegate/Presenter Name, Designation, Name of Institute and Mobile Number.
- All presentations must be submitted to the Session Chair and the respective Track Chair by Tuesday, 20th January 2026, up to 09:15 A.M.
- **Certificate will be issued only to the presenting delegates/authors.**