

Guidelines for #EIE2025 Ride the Knowledge Wave presenters

Session format

Your oral presentation will be part of the **Ride the Knowledge Wave** (RTKW) session format. This format will provide EIE2025 attendees with insights into the latest cutting-edge implementation science and practice. Each RTKW session has a specific topic, which indicates what oral presentations have in common. Please find the final EIE2025 programme, including your oral presentation, [here](#). Each RTKW session will consist of four oral presentations, which means you will share the stage with three other presenters. An RTKW session will last 60 minutes, allowing each oral presentation to be **10 minutes** long, with **2-3 minutes reserved for questions**. Each RTKW session has an assigned **host** who will welcome the audience, guide participants through the different presentations, manage time, take questions from the audience, and close the session.

Practicalities

The EIE2025 will be an in-person event only. We will inform you about the room where your session will take place. The rooms will also be indicated in the EIE2025 event app, which you can download two weeks before.

To prepare your session room, your slides must be ready no later than **May 29th**, as they will be integrated with other slide decks made available on a computer in your session room. You will receive a link to upload your slides mid-May. You will be able to control your slide deck during your presentation using a presentation remote. If you require specific technical support – for example, if you have embedded a video in your slide deck or are using interactive presentation software like *Mentimeter*, *Prezi*, or similar, you can indicate this when you upload your slides.

Preparing your session

Please consider the **tips, tricks, and guidelines for RTKW sessions** below as you prepare your presentation. Additionally, we will support you in preparing for your session through an **online speaker call**, during which we will inform you about what to expect on-site in Newcastle and answer any questions you might have about the EIE2025. We are offering this session on **May 13th at 9 am or 4 pm CET**; you should already have received a calendar invite for your preferred call. If you have any questions in advance, please send them to us via eie@implementation.eu, and we will cover them during the session. You can enter the online speaker calls via the following links:

May 13 – 9 am call

<https://us06web.zoom.us/j/83987067687?pwd=ub7q4ZxwLLWXeY9lPdcycmzamxaOG.1>

Meeting ID: 839 8706 7687

Passcode: 043507

May 13 – 4 pm call

Join Zoom Meeting

<https://us06web.zoom.us/j/82768870081?pwd=WjFZ61H7yU78vCW1tqTEECcGvNysvo.1>

Meeting ID: 827 6887 0081

Passcode: 088776

While we highly recommend that all presenters attend the session, we understand that time constraints may prevent you from doing so. We will record these sessions and make them available to you, so please watch them before the event at a time convenient for you.

Tips, tricks, and guidelines for RTKW sessions¹

Presenting is always challenging, whether online or in front of a live audience. Follow these guidelines to ensure your oral presentation is effective and enjoyable:

Prepare well

- Budget your time: 8 minutes for presenting, 3 minutes for questions, and 1 minute as a buffer. Remember to take a minute or two less than your maximum allotment.
- Limit your slides to 5-7. One minute/slide is a reasonable estimate.
- Consider replacing text with strong (relevant) visuals like flowcharts or graphs.
- Better safe than sorry: Preview your presentation (check for errors, etc.)
- Do you want to use a **video** during your presentation? Please let us know beforehand, and our technical assistant will arrange it.
- Do a mock presentation - ask colleague(s) to evaluate your presentation, delivery, clarity of language, and use of time. If you feel rushed while practising, you likely have too much material.

¹ Gratefully borrowed and adapted from the ESRII2019 Copenhagen guidelines who gratefully borrowed and adapted it from the ISRII2019 Auckland guidelines.

Keep it simple

- Keep background information minimal. Avoid explaining why implementation is important (after all, you will preach to the converted).
- Keep textual information minimal. Summarise the main points – don't include every detail of what you plan to say. Less is more. Remember that people aren't listening to you while reading your slides, and vice versa.
- Keep your talk to three key messages. Don't overwhelm the audience with more than they can absorb.
- PowerPoint has amazing animations. Please don't go overboard.

Make it lively

- Tell a story – it makes it easier for you to share your world with the audience.
- The session host will stop your talk if you exceed your allocated time, so don't save the best for last! You don't want to have to cut your 'grand finale' short.

Enable a good follow-up

- Include contact details (email, social media handles, etc.) so others can follow up with you.
- People might wish to take and share pictures of you and your slides. If you have concerns about this (e.g., results you want to keep restricted for now), please inform your session host so that this can be communicated at the beginning. Additionally, include a "no-photography" icon on slides you prefer not to be made public.
- Using a QR code on your slides is a great way to link to your website, a published paper, or a pre-print. You can create QR codes on this website: <https://www.qr-code-generator.com/>

If you are seeking scientific and peer-reviewed tips for delivering effective oral presentations, consult this paper: <https://www.ncbi.nlm.nih.gov/pmc/articles/PMC1857815/>

Key dates for RTKW presenters

Online speakers call **May 13th, 2025, at 9 am or 4 pm CET**

Send in your slides **May 28th, 2025**

Any questions?

Let us know at: eie@implementation.eu