

ICME-IMEC

Joint Conference 2025

HYBRID CONFERENCE

9 - 12 October 2025 | IMU University, Kuala Lumpur, Malaysia

Oral Presentation Guideline

INTRODUCTION

The abstract submission guidelines for the **ICME-IMEC 2025** are intended to provide clear instructions before submitting an abstract. You are kindly requested to carefully read the guidelines stated below.

The ICME-IMEC 2025 Scientific Committee (SC) reserve the right to decline or reject any abstract that fails to comply with the requirements or that contravenes them.

The abstracts submitted need to be based on the conference theme: **GLOBALISATION OF HEALTH PROFESSIONS EDUCATION: STRATEGIES, STAKEHOLDERS AND SUSTAINABILITY**

The subthemes for the conference are as below:

- Curriculum Design
- Teaching and Learning
- Student Assessment
- Educational Technology
- Governance and leadership
- Faculty Development
- Professionalism & Ethics
- Stakeholder Engagement

Abstract Submission Deadline: **15 May 2025**

Abstract Acceptance Notification: 30 June 2025

INSTRUCTION TO PRESENTERS.

1. Duration and Interaction:

Each Oral presentation is allotted 8 minutes for the presentation itself, which will be followed by a 2-minute session for questions and discussion, facilitated by a moderator.

2. Number of Presentation

Each oral presentation session will consist of no more than 6 abstracts, spanning a total time frame of 60 minutes. Only one presenter is allowed for each abstract.

3. Date of Presentation

The presentation will take place on 11th and 12th October 2025.

4. Slide Design Freedom

Presenters are free to create own design as there is no conference slide template.



+603 2731 7678



ICME_IMEC2025@imu.edu.my



www.imu.edu.my/events/icme-imec

ICME-IMEC

Joint Conference 2025

HYBRID CONFERENCE

9 - 12 October 2025 | IMU University, Kuala Lumpur, Malaysia

5. Presentation Format

The format of the presentation should be set to 16:9 and in landscape orientation.

6. Conflict of interest Declaration:

All presentations must declare any conflicts of interest on the 2nd slide of the presentation.

- Text to be included in the slide to state the conflict of interest
No conflict of interest: "There are no conflicts of interest to declare". OR
Conflict of interest: Please state in your own words what the conflict of interest is.
- All presenters must disclose any personal or financial relationships that could influence their work.

7. Text and Font Recommendations

It is recommended that text should be no smaller than font 24; standard fonts should be used. Please use Abstract ID as the file name when saving as a PDF. Do not use symbols or special characters (i.e. +/@/ü) in the file name.

8. Pre-Presentation Requirements:

All presenters should be present at the respective presentation venue (for onsite presenters) / Zoom link (for online presenters) at least 15 minutes before the scheduled start time.

9. Live Streaming

The session will not be live-streamed or recorded.

GUIDELINE FOR ONSITE PRESENTERS

1. Available Audio-Visual Equipments

The venue is equipped with projection screen, data projector, microphone and desktop.

2. Submission of Presentation Files

- Presenters should provide their presentation file to the ICME-IMEC 2025 organisers in advance via one of the following methods: E-mail the presentation file to ICME_IMEC2025@imu.edu.my with the Abstract Number before **21 September 2025 (5:00 pm Malaysia, GMT +8:00)** or
- Bring the presentation file on a USB device to the Secretariat Room (4th Floor) no later than 3 hours before your session starts.

4. Backup Copy

Please ensure you have a copy of your presentation on a USB as a backup.

5. Compatibility Check

Be aware of potential formatting issues between Mac and PC versions of Office applications. Ensure your presentation slides are checked and compatible before the session.



+603 2731 7678



ICME_IMEC2025@imu.edu.my



www.imu.edu.my/events/icme-imec

ICME-IMEC

Joint Conference 2025

HYBRID CONFERENCE

9 - 12 October 2025 | IMU University, Kuala Lumpur, Malaysia

GUIDELINE FOR ONLINE PRESENTERS

1. Preparation of Pre-recorded Presentation

Presenters are required to produce and provide the pre-recorded oral presentation in MP4 format.

2. Submission of Pre-recorded Video file

The pre-recorded video file should be provided to to ICME_IMEC2025@imu.edu.my via WeTransfer (<https://wetransfer.com/>) by **21st September 2025 (5:00 pm Malaysia, GMT +8:00)**.

3. Pre-Presentation Requirements

All online presenters should be present at the Zoom presentation link at least 15 minutes prior to their scheduled presentation time.

4. Duration of Pre-recorded Video Playback

The pre-recorded video file will be played strictly for up to 8 minutes during the session, followed by 2 minutes of question and discussion, led by a moderator.



+603 2731 7678



ICME_IMEC2025@imu.edu.my



www.imu.edu.my/events/icme-imec