



## Conflict of Interest (CoI) – Disclosure

To ensure that our congresses are held in the highest esteem, they are exclusively bound to the interests of science and research. The board has decided to ask each presenter to show a conflict of interest slide at the beginning of the lecture, specifying:

1. Honoraria for lectures
2. Honoraria for advisory board activities
3. Participation in clinical trials
4. Research funding

Please indicate also when there is **no** conflict of interest.

Please extract further details from our homepage <https://ht2023.dgk.org/referenten-hinweise/coi-interessenkonflikt/>

## Session Details

As an invited speaker you will have a fixed time for your presentation. Please always keep within your allotted time.

## Right of use

As speaker you assign the German Cardiac Society the non-exclusive, however, gratuitous right to use your presentation for the Congress as well as for continuous educational measures. By request specified illustrations can be suspended.

## Technical Information

We can read media from

- Unencrypted USB-Sticks / hard drives which are Windows 10 compatible

Exclusively supported file format

- Microsoft PowerPoint in format 16:9 (till Office 2019)

Permitted video formats

- Standard video formats (e. g. \*.wmv, \*.mp4), which can be played with Windows Media Player in as of the standard installation of Windows 10

Recommendations

- Please use only Windows 10 standard fonts.
- Create a new directory (e.g C:\Eventname\_Speakername\_Sessionname\_date\_time, if available also session number),
- Save included videos in the mentioned directory.
- Save complete folder on a storage medium.

General Information

You can hand over your presentation in the media check. The files should be submitted if possible one day, **at least one hour before the session begins**. Caused by different versions of PowerPoint or when using non standard fonts or with certain video formats there can be changes in the way the presentation will be displayed.

Files up to 20 MB can be sent via email to the following address: [vortragsannahme@mcon-mannheim.de](mailto:vortragsannahme@mcon-mannheim.de)

**Please use the name of the event in the subject since m:con often organizes multiple events in parallel. In order to assign your email clearly to the session, please mention your session name, date, time and room in your email.**

When we receive your email, you will automatically get a transmission confirmation. Your mail will be proven shortly before the event and confirmed a second time. Only the second confirmation approves the delivery.

**For technical questions consult**

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