SPEAKER GUIDELINES

Presentation location

- 2nd International Conference on **Artificial Intelligence & Machine Learning**
- scheduled for **July 22-23, 2024** in **Zurich, Switzerland** Proudly hosted by **Stripe Conferences** (The hotel will be announced soon).
- The meeting begins at **09:30 AM** with an opening ceremony followed by keynote presentations, speaker presentations, and poster presentations.
- Please arrive at the meeting room prior to the conference's start time.

Speaker guidelines

- Each speaker should plan a 25-minute presentation, followed by a 5-minute question period.
- English would be the preferred language for the presentation.
- Presentation needs to be submitted in pdf format and in readable format Limit file size to of presentation 30MB or less. Label your presentation with First name and last name.
- Submit your presentation at least 15 days before the conference to **artificialintelligence@stripeconference.com**, also suggest you carry your presentation on a hard disk or pen drive.
- Equipment is available in the meeting room digital projector, screen, laptop, slider with pointer, mike, and basic sound system.

Certification

- Each participant will receive certificate from chair or co-chair of session at the end of the conference

Poster presentation guidelines

- Poster presentation size need to be in 1.2 meters high by 1.8 meters wide
- All the poster presentation needs to mount on the walls 1 hour prior to the start time of poster sessions as per the final program.
- Certificate will be provided by the end of the conference closing ceremony.