



## Presentation Material Guidelines

### Mandatory Guidance

1. Please submit your materials by **October 3, 2025**.
2. Upload your presentation materials to **shared folder** (the link will be provided to presenters via email).
3. Set the slide size to **16:9**.
4. When using special fonts, please **embed the fonts** in the document.
5. Save the file in **PowerPoint (.pptx)** format.
6. Title the file as **PresenterName\_AOSDAC2025.pptx**.

If you have any questions, please contact us at: [aosdac2025@jsda.org](mailto:aosdac2025@jsda.org)

### Reference Guidance

#### 1. Format

- Include a title slide and a conclusion slide.
- The title slide should the presentation title, date, and creator's name.
- Display page numbers in the bottom-right corner of every slide.

#### 2. Fonts & Text

- The body text should be no smaller than 18pt.
- Slide titles should be at least 32pt and bold.
- Emphasize key points using bold or red text (do not use underlines or italics).

#### 3. Color & Design

- Use a white background by default.

#### 4. Slide Content & Density

- Each slide should convey one main message.
- Limit bullet points to five items, with no more than 40 characters per line.
- Avoid unnecessary animations.

### Note

The presentation materials **will be published on the website** after the conference. (Access to the website limited to members who have been granted an ID and password)

If there are any parts you prefer not to be made public, please let us know when submitting your materials. Additionally, please ensure that you use **royalty-free or properly licensed images and assets**.

## Presentation Information and Logistics

### Main Theme of the Conference

**Towards a Sustainable World: Innovations and Challenges**

### Example of Contents

1. Market trends of raw materials and consumer products in your market
2. Current activity and challenges faced by your association
3. Communication strategies with your stakeholders

### Length of Your Presentation

15 minutes

### Language

English

### Logistics

- We will use the JSDA PC to project presentation materials.
- Presenters can use a clicker for their presentations.

### Revision History

| Date          | Version | Note            |
|---------------|---------|-----------------|
| June 13, 2025 | 1       | Newly Developed |
|               |         |                 |