

RCN International Nursing Research Conference 2026

Concurrent oral session guidelines

If you are presenting at the conference, please take a few minutes to read the below to ensure you understand what is required of you and that you get the very best out of your time.

Conference programme

Alterations may be made to the programme affecting the time and location of sessions. To keep up to date with developments within the conference programme, we suggest that you check the conference website regularly: <http://www.rcn.org.uk/research26>

Registration

All presenters need to register for the conference in order to be eligible to present. As the main presenter you are responsible for co-ordinating the registration of any co-presenters in addition to yourself. Those not registered by **Monday 29 June 2026** are at risk of having their session removed from the programme.

Please note only the named main presenter and one additional named co-presenter will qualify for the speaker rate. Please ensure you provide your abstract number when you register.

Concurrent sessions

Each concurrent session is 25 minutes in length – 20 minutes for your presentation and five minutes for questions. An additional transition break of 5 minutes is allocated to allow delegates to move between sessions.

Please ensure that you keep to time and do not over-run as this is discourteous both to delegates wishing to move to their next session and to speakers following you. A chair will be allocated to each room to ensure you keep to time, please arrive a few minutes early to ensure your presentation has been loaded, familiarise yourself with the room and introduce yourself to the chair.

Presentation and slide preparation

When preparing your presentation and slides please remember to keep language clear and concise, avoiding unnecessary italics and animations. The best presentations are usually the simplest. Practice your presentation and ensure you keep to time.

Please consider the following points to make your slides accessible for neurodiverse audience members:

- a. Recommended slide size 16:9
- b. RCN recommended font type is **Public Sans** or **Trebuchet**

- (avoid using arial as this does not meet accessibility requirements).
- c. All fonts should be a minimum of 20pt.
 - d. Avoid using a white background as this can be too harsh.
 - e. Refrain from using pale colours for fonts, such as yellow, as they can be hard to read. White text on a red background and red text (in general) is not advised.
 - f. Do not use 'flashy' special effects. A simple transition to next slide works best for neurodiverse audience members.

AV requirements

Standard equipment of laptop, data projector, screen and internet connection will be available in all conference rooms.

If you require any additional equipment please contact us and we will do our best to accommodate your request. Email research@rcn.org.uk to discuss further.

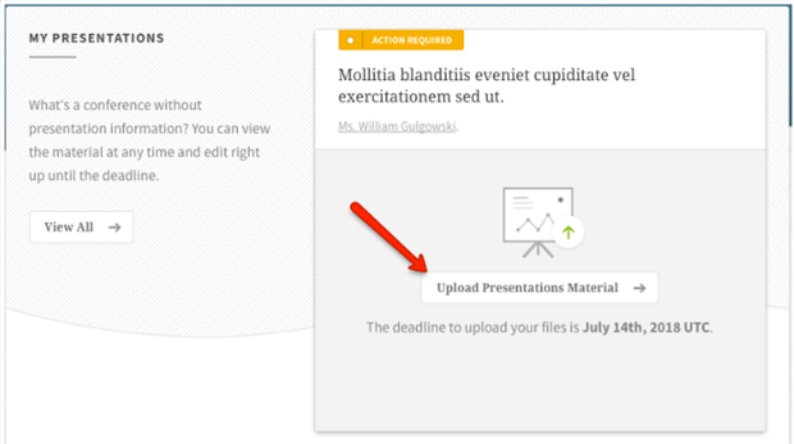
Submitting your presentation slides

We will be receiving presentation slides in advance using our abstract management system Exordo. **Deadline: 8 September**

To do so, please login to your [Exordo account](#) and follow the presentation upload prompt on your dashboard.

Access the Presentation Upload Workflow

After you've been accepted to present at the conference the organisers may ask you to log in to the Exordo system and upload your presentation files. On your dashboard, you will have a prompt on **My Presentations** card directing you to this workflow.



The screenshot shows a dashboard section titled 'MY PRESENTATIONS'. On the left, there is a 'View All' button. On the right, there is a card with a yellow 'ACTION REQUIRED' banner. The card contains the text 'Mollitia blanditiis eveniet cupiditate vel exercitationem sed ut.' and 'Ms. William Gulgowski.'. Below this is a button labeled 'Upload Presentations Material' with a right-pointing arrow. A red arrow points to this button. At the bottom of the card, it says 'The deadline to upload your files is July 14th, 2018 UTC.'

Delegates will also have the opportunity to bring their slides on the day, to the Speaker Point in the foyer. However, we strongly recommend you send in advance (as well as forward to a personal email address for back-up).

To facilitate further learning the RCN will make a copy of your presentation slides available to delegates as a secure PDF file if you have given consent in your abstract submission form.

If you have any queries not answered here, please get in touch via research@rcn.org.uk always quoting your abstract reference number for a response.