



8th International Conference on Revolutionizing Healthcare with IT

<http://www.transformhealth-it.org>

GUIDELINES TO SPEAKERS

Dear Colleague,

Thank you for being a speaker at the **8th International Conference on Revolutionizing HealthCare with IT to be held on 1-2 December 2017 at The Leela, Mumbai, India**. As can be seen from the enclosed scientific program, though the program promises to provide an intellectual repast, we have major time constraints. We do not want one speaker to be penalised because the other speaker has exceeded the time allotted. Please finish at least one minute before the time allotted for presentation. In keeping with present trends, speakers are encouraged to keep the use of PPT to minimum, and walk across the stage and talk ex tempore as in TED presentations to make the presentation more homely, lively and practical. If however you still want to use PPT, all presentations must be given to the preview room at least two hours before the session starts. Speakers must satisfy themselves that the presentation is playing properly. Special AV requirements (also if PPT is not being used), if any, must be communicated to the conference coordinator Shraavan Yadav on mail@transformhealth-it.org and Scientific Committee coordinator Lakshmi on sc@transformhealth-it.org before the 15th November 2017. **Due to major time constraints, individual laptops of speakers are not permitted on the podium.**

We firmly believe that knowledge is to be shared. As a speaker in the conference, you are giving an implied consent to have your talk uploaded in the conference website with of course full authorship details. If for any reason you do not wish your presentation to be uploaded in the conference website, please inform the scientific committee on sc@transformhealth-it.org.

Amber light will come on two minutes prior to the end and a red light one minute before the end. **As an expert, we are sure that you will be able to deliver the take home message well within the time allotted.** Chairpersons have been instructed to strictly enforce the time allotted. In fact, the next presentation will automatically appear on the screen when the time is over.

We are aware that some speakers may have preferred another session or another day. With the heterogeneous mix of presentations, we have tried our best to position the papers in appropriate sessions. We regret our inability to accommodate requests for sessions change. For changes within a session for genuine reasons please contact the chairperson of the session. For those who are using PPT, a PowerPoint template is enclosed to maintain uniformity, which may please be used. The audience interaction time is after presentation of all papers. This is to ensure that there is enough time for Question & Answers and also to ensure that no speaker exceeds the time allotted. If for any reason a speaker is unable to make the presentation, please inform us as early as possible. Please feel free to contact me for any clarifications.

Looking forward to meeting you at Mumbai

With Warm Regards and Best Wishes,

K. Ganapathy, Chairman, Scientific Committee

Organizing Committee — RHIT & ISfTeH Conference — 1-2nd December 2017 — Mumbai

Ms. Sangita Reddy	-----	Chairperson, Organizing Committee	-----	Joint Managing Director, Apollo Hospitals Group, India
Prof. K. Ganapathy	-----	Chairman, Scientific Committee	-----	President, Apollo Telemedicine Networking Foundation, India
Mr. Arvind Sivaramakrishnan	-----	Member, Scientific Committee	-----	Chief Information Officer, Apollo Hospitals Group, India
Mr. Shraavan Yadav	-----	Conference Coordinator	-----	8 th RHIT & 21 st ISfTeH International Conference