



Startup Spotlight Presenter Guidelines

If you have any questions, please contact Olivia Guiliana at oguiliana@ebdgroup.com

Pre-Event Preparation

Presentation Timing

- Pitches are strictly limited to 6 minutes
- Only one person from each company is allowed on stage to pitch

Presentation Format

- You will be allowed to display up to 10 PowerPoint slides total
 - o Slide 1: Cover Page
 - o Slides 2 - 10: Content Related to your pitch
- Presentations must be prepared in PowerPoint. If your presentation was prepared on an Apple Mac, please take extra care when reviewing at the Presenter check-in room before your scheduled presentation time.
- All presenters should bring a backup copy of your presentation with you to the conference on a flash drive.

NOTE: all presentations should be titled with your company name

Competition Day Details

Presenter Check-in

- All presenters are asked to go to the speaker check-in room on the day before the competition.
- **Absolutely no changes can be made to your pitch after 17:00 the day before the competition takes place.**

Competition Room Day of Details

- Each presenter will be introduced by a moderator to come on stage one by one to deliver their pitch.
- Pitches will happen back to back followed by a feedback session. During the feedback session judges will ask questions to the presenters/ and or provide comments about their pitch.
- There will be a countdown clock to assist the presenter with keeping track of time.
- There will be conference monitor on the floor in front of the podium, so you can see your presentation slides.



- There will be a podium on stage that you will present at and it is equipped with a microphone. There are no lapel microphones.
- A clicker will be on the podium for you to advance through your slides. The large green arrow will advance your slides and the small red arrow will go back a slide along with a laser button.
- The room will be staffed by a dedicated AV technician.
- At the end of the competition the overall winner will be announced.
- If you happen to miss your presentation slot, please don't worry. At the end of the round of presentations we will make a call for any missing presenters.

NOTE: Please arrive at your presentation room 15 minutes before the competition starts and sit at the front of the room in the dedicated seats for presenters.