43rd International Vienna Motor Symposium
27 - 29 April 2022, Conference Centre Hofburg Vienna

DESIGN
of
LECTURES, TEXTS
and VIDEOS

The contents of this information brochure as well as a format template for the text layout can also be found on our website

https://wiener-motorensymposium.at/en/

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Preface

The Austrian Society of Automotive Engineers (OEVK), as the organizer of the International Vienna Motor Symposium, thanks you very much for presenting a lecture at our event.

In the following we like to inform you about important formal conditions for the design of lectures, texts, and videos. Please take this information into account when preparing your contributions.

The OEVK office is happy to answer any questions you may have.
Please contact
Ms Ulrike Riegler, email: ulrike.riegler@oevk.at, phone: 0043-1-5852741-40
for general organizational information

and Mr Reinhard Preiml, email: reinhard.preiml@oevk.at, phone: 0043-1-5852741-70 in technical matters.

Thank you very much for your kind cooperation.

Univ.-Prof. Dr. Bernhard Geringer

President of the Austrian Society of Automotive Engineers (OEVK)

Imprint:
Austrian Society of Automotive Engineers (OEVK)
Elisabethstrasse 26/24
1010 Vienna
Austria

1 Lecture

1.1   Lecture Duration / Lecture Language

Lecture duration: 20 minutes, discussion: 10 minutes

Lecture language: English

The lectures will be simultaneously translated German / English or English / German on site.

1.2   Presentation Slides

Language: English

Microsoft PowerPoint (from version PowerPoint 2016) is supported.

1.2.1 Slide Format

Format 16:9

1.2.2 Fonts / Minimum Lines

Please ensure that the text is easy to read / recognize.

Recommended type size for a DIN A4 template:
- text (title of lecture, summary, picture title, etc.):   8 mm or 32 dots
- Diagram legends: 6 mm or 24 dots
- major lines: 0.7 mm or 2 dots
- subsidiary lines: 0.35 mm or 1 dot

Should a company's **own design fonts** be used which are not compatible to all PCs, these fonts must be embedded in your presentation or made available as a security copy – otherwise the presentation will be displayed incorrectly.

1.2.3 Colours

An image is always less recognizable when projected than when viewed on the monitor.

The quality impairment can be easily checked: print a black-and-white copy of your coloured graph. If all the details can be seen clearly and distinctly on this print-out, the graph will also be of good quality on the projector screen.

Therefore:
Background: one colour, no shading, no silhouettes, no decorative illustrations.
Clear brightness differences between lines, labelling and background.

GOOD:

		RED
WHITE	**BLACK**	**BLACK**
		BLUE

BAD:

RED, GREEN	GREY	BLACK

Background	Line, Font
Blue	White
Yellow	Black
White	Black

Background	Line, Font
Blue	Red, Green
Grey	Dark Grey
Brown	Black

A test of the computer and the presentation can be carried out with the technicians in your lecture hall the afternoon / evening before the event.
You will be informed in good time to set an appointment.

For security reasons, it is strongly recommended that lecturers bring a copy of their presentation with them (on a USB-flash drive).

2 Lecture Text for Publication in the Proceedings of the International Vienna Motor Symposium

As your lecture will be published in the proceedings of the International Vienna Motor Symposium, it is necessary to provide us with a complete text version (including the figures) of your lecture. The submission of the presentation slides alone is not sufficient in this respect.

2.1 Format Template

For uniformity, please use the format template on the website of the Vienna International Motor Symposium https://wiener-motorensymposium.at/en/.

Every text will receive a uniform cover sheet in the printed proceedings (anthology) on which the authors (academic title, first name, surname), the company name(s) and the lecture title are given in English and German.

The second page of the template contains an abstract in **English and German**.
Your lecture text begins on the next page.

The predefined header and footer as well as the specified margins must be adhered to and kept free of labels, footnotes, etc.

Formatting:
Font: Arial
Font size for text: 12
Formatting for main headings: 14, bold, underlined
Formatting for subheadings: 12, bold
single line, justified

The maximum number of pages is 20. The printing is done in colour in DIN A5 format.

Please send your text in PDF format latest by 31 January 2022 to ulrike.riegler@oevk.at.

2.2 General Information

The lecture text in electronic form (PDF format) is required for printing this anthology, for the USB flash drive and the Motor Symposium web platform.

Please note that your original will not be edited in any way. Only this original will be used for printing.

3 Video Presentation

Duration of the video: 20 minutes

Language: English
Please design both the video and the presentation in English. If you would like to speak in German, please submit a video with English subtitles.

Video design: Image size Full HD (1920 x 1080 pixels)
MP4 file format (data rate approx. 15 Mbit / s)
Sound well levelled (between -6db and -3db)

Please submit the video by 1 April 2022.