

## PRESENTATION POLICY

The organizers of the 2025 Communication and Information Technologies (KIT 2025) conference remain steadfast in advancing our discipline by continuing to engage an international community of scholars committed to the highest standards of research quality. To support the service community of academic and industrial researchers around the world, KIT 2025 will be held in hybrid mode in Tatranské Zruby, Slovakia. To safeguard Congress' excellent reputation we require all speakers to rigorously observe the following presentation policy.

1. **Registration:** All papers must be registered in conference system (<https://cmt3.research.microsoft.com/KIT2025>). Papers with no registration will be removed from the conference proceedings in the IEEE's Digital Library Xplore.
2. **Inexcusable no show:** IEEE's policy requires authors to participate in the conference and present the work either in person or remotely to include the paper in the conference proceedings. Inexcusable no shows will result in the papers being removed from the conference proceedings in the IEEE's Digital Library Xplore.
3. **Paper presentation:** To maximize the quality of experience, each paper must be presented live. Remote presenters must guarantee their availability at least for the presentation of their paper according to point 2. A link to the online presentation of contributions will be sent to participants separately. A replacement should be identified in case of audio-video technical problems. Consequently, the no show policy at point 2 will be firmly applied and papers removed from the conference proceedings.
4. **Prerecorded videos:** All remote presenters with papers in the proceedings must upload a pre-recorded video of their presentation by October 1, 2025. For onsite presenters, pre-recorded videos are not required. Pre-recorded videos shall be available through OneDrive platform. Instructions for recording your presentation and uploading files are included in the Appendix. No shows will be evaluated according to points 2 and 3 above. This task is mandatory for remote presenters although only meant to be a backup in case they (and all their co-authors) experience some exceptional and unpredictable event impeding participation. Session chairs will take note of no shows and inform the program chairs for the necessary actions.

### Presentation Time (including Q&A)

Regular papers: 15 minutes

At least one author must register with full fee paid as a presenter for the Conference and commit to physically or virtually attend the Conference to make a live presentation.

## **Appendix 1:**

### **Recording your presentation**

PowerPoint recorder will be the easiest tool to use if you don't require editing or advanced features like adding overlays, cutting, speeding up or slowing down the video.

Recommended: Please use the virtual laser pointer (mouse) when presenting to highlight important information!

Watch the "How to record with PowerPoint" video first: <https://youtu.be/GXgm-31w1Qc?si=JAZluBtMu518kP3T>

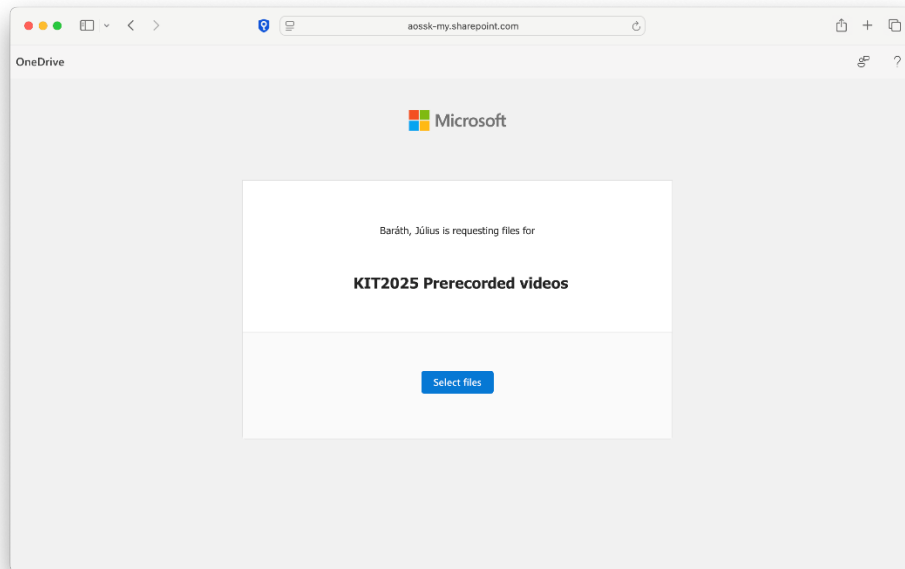
After you are done with the recording, please save it in the mp4 format – watch „How to turn PowerPoint Into Video: Quick Convert & Save - How to - Tutorial“:  
<https://youtu.be/pgyahK96KvE?si=oWh16-jJF083eqy>

## Appendix 2:

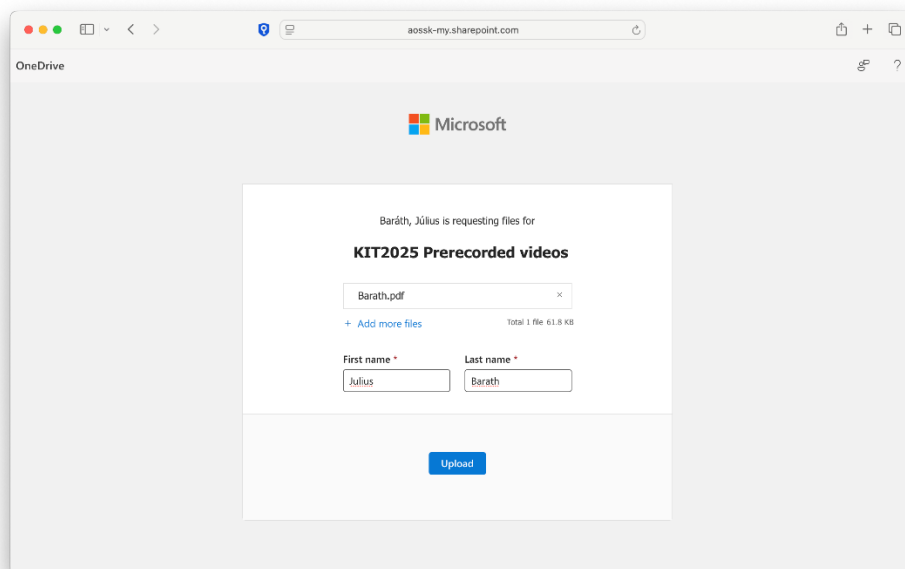
### Uploading mp4 file

Name the file with the author's surname and upload it using the link [https://aossk-my.sharepoint.com/:f:/g/personal/julius\\_barath\\_aos\\_sk2/EpBz8BTdRfxlhRMWZja3j-EBagIHVnYwWkCBryQvGaYdg](https://aossk-my.sharepoint.com/:f:/g/personal/julius_barath_aos_sk2/EpBz8BTdRfxlhRMWZja3j-EBagIHVnYwWkCBryQvGaYdg)

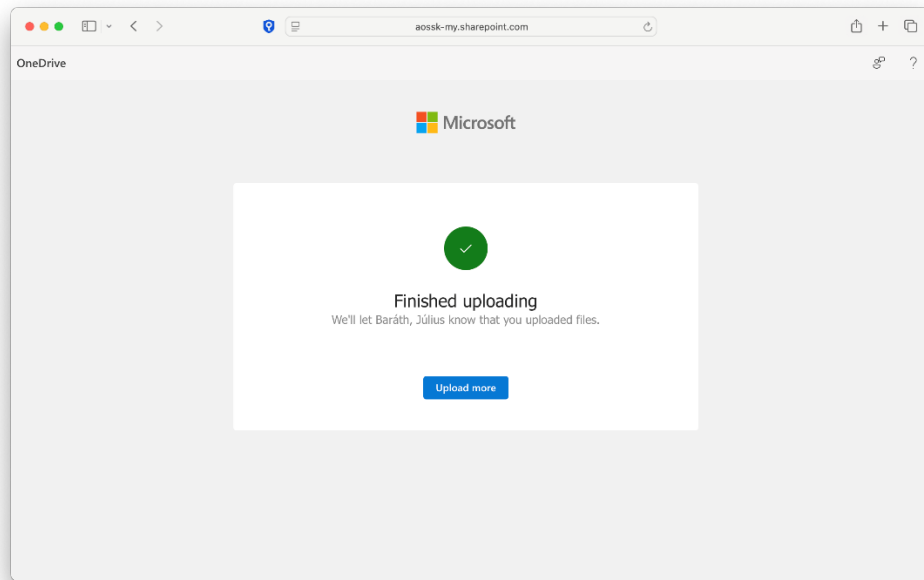
Step 1:



Step 2:



### Step 3:



If you have any questions, please email us at [info@kitaos.sk](mailto:info@kitaos.sk)  
We are happy to help!