



6th Europe Region Physiotherapy Congress

5-6 November 2026



Tips: Focused symposium

1. Think of the symposium as one session

- Focused Symposia are 60-minute sessions
- Individual presentations should work together as a cohesive set. Messages may be complementary or contrasting, but each contribution should support the overall objectives of the symposium.
- Coordinate with the other speakers in advance to agree on the order, focus and timing of each contribution and to avoid unnecessary repetition.

2. Define your key messages

- Decide what you want the audience to think, feel or do after your presentation.
- Start with a clear and engaging opening message, identify up to 3-4 take-home messages, and finish with a strong closing message.
- Keep in mind that the audience is international and English may not be everyone's first language. Use clear, simple language and relevant examples.

3. Make your slides to support your presentation

- Slides should support what you say, not replace it.
- Keep slides simple, visual and easy to understand at a glance.
- Use keywords and short phrases; aim for no more than 4-5 main points per slide.
- Use easy-to-read fonts such as Arial. Recommended minimum sizes: 38 pt for headings and 24 pt for body text.
- Use high contrast colors, leave enough space around text and avoid overcrowding.
- A Congress PowerPoint template will be provided for your convenience. You are welcome to use it or your institution's own template.

4. Use images and data effectively

- Use images, graphs and charts when they help explain or reinforce your message.
- Focus each visual on one key point and remove non-essential information.
- Use clear labels and colours that make different data groups easy to distinguish.
- Explain verbally what the audience should notice in each graph, chart or image.

5. Recommended content

- Include declarations of interest and ethical approval where relevant; these may be included on the title slide.
- Keep references to a minimum.
- Include acknowledgements and funding organisations where relevant.
- Add your contact details on the final slide so participants can follow up with you.

6. Video, audio and transitions

- Use video, audio or animation only when it adds value to your message.
- Use MP4 for video and MP3 for audio, and ensure media files are embedded in the PowerPoint presentation.
- Keep slide transitions simple and consistent.

7. Prepare and coordinate your delivery

- Rehearse the complete symposium with the other presenters whenever possible, checking the overall timing and transitions between speakers.
- Speak clearly and avoid speaking too quickly.
- Use a natural tone, eye contact, facial expressions and gestures to engage the audience.
- Consider an opening statement that immediately introduces the relevance of your contribution rather than spending time introducing yourself.

8. Engage with participants

- Allow time for discussion and questions as part of the overall 60-minute session.
- Participants may ask questions using the microphones in the room.
- Consider asking the audience questions or inviting feedback. Coordinate any interactive elements with the other presenters so they contribute to the symposium as a whole.

9. Before the Congress

- Upload your presentation following the instructions provided by the Congress Technical Secretariat.
- Check the complete session flow with the symposium chair and other speakers, including presentation order, timing and discussion.
- Include your professional contact or social media details if appropriate.
Congress hashtags: #ERPhysioCongress2026 and #GlobalPT.

Remember: a successful Focused Symposium should feel like one connected session, not a series of separate presentations.