



7 June 2019

18th BIS Annual Conference**The digital economy and financial innovation**

Friday 28 June 2019, Zurich, Switzerland

Guidelines for speakers and discussants

	Speaking times		
	Presenters	Discussants	Panellists
Due dates for all the contributions to be sent to: BISAnnualConference@bis.org	20 minutes	10 minutes	10 minutes
Due date Friday 24 May			
Preliminary draft for discussants' use*	✓		
Abstract of the paper for the conference brochure (100–150 words)	✓		
Short biography for inclusion in conference brochure in text form (maximum of 100 words)	✓	✓	✓
Photo in high-quality JPG format (1,100 pixels wide and 1,400 pixels high)	✓	✓	✓
Due date Monday 3 June			
Revised draft for conference*	✓		
PowerPoint slides/written remarks for conference (if any)	✓	✓	
Due date Wednesday 31 July			
Final revised paper for BIS Working Paper series together with JEL codes and a non-technical summary (250–300 words)*	✓		
Edited written remarks, for inclusion in BIS Paper*			✓
* Note: papers and remarks will be posted on the conference website (access restricted to conference participants) when received unless authors request otherwise.			

Should any of the above mentioned dates or details be likely to cause difficulties, presenters and discussants should contact: Boris Hofmann, boris.hofmann@bis.org at +41 61 280 8392 and the secretariat for the conference at BISAnnualConference@bis.org.