

Instructions for Presenters

Language

English is the working language of the Conference. No simultaneous translation will be provided.

Oral Presenters

✓ Time of Lectures

Type of Lecture	Time
Plenary Lectures	50 min talk & 10 min discussion
Keynote Lectures	25 min talk & 5 min discussion
Invited Lectures	15 min talk & 5 min discussion
Regular Oral Presentations	12 min talk & 3 min discussion

The remaining time will be given on the digital indicator with alarms (at the last 2 min and the end of presentation, and the end of discussion).

✓ Audiovisual Aids

One LCD projector with PC (Microsoft Windows x 2, Macintosh x 1) will be available in the oral presentation room.

- ✓ **Please hand your PC or data to the projection staff at “PC Desk” in the presentation room at least 30 min before your presentation.** The projection staff will connect your computer to the projector or copy your data to the equipped PC and preview the presentation file in the presentation room. A laser pointer will be prepared on the speaker desk.

Poster Presenters

- ✓ The size of a panel for a poster is 90 cm wide and 210 cm tall.
- ✓ A0 size (841 mm width by 1189 mm height) posters are recommended.
- ✓ Thumbtacks will be supplied at the site.
- ✓ Please set up your poster before starting discussion time. The poster board will be available after noon on the day.
- ✓ Discussion Time
 - odd poster number: 17:20 – 18:20
 - even poster number: 18:20 – 19:20
- ✓ Please remove your poster by 19:45 on the day.
Posters still on the board after the discussion time will be removed by the Secretariat.