Guideline for presenters

As of 6 December 2013

1. Oral presenters

   ➢ Prepare your presentation materials by MS powerpoint or save it as pdf file otherwise.
   ➢ Bring your presentation file in USB drive. Make sure that the drive/file is not infected by computer virus by scan them by virus protection software.
   ➢ Laptop computers (only Windows PC) will be prepared in the session rooms. Install your presentation file to the folder on the desktop. You must finish the installation 10 minutes before the session starts.
   ➢ If you want to use Macintosh PC, you should bring your own Mac and connect it to the projector on your own responsibility. Please do not forget to bring the connecter to connect D-SUB 15 pin connecter. Check the connection well before the session.

2. Poster presenters

   ➢ The dimension of the poster board is 90 cm width and 120 cm height.
   ➢ Bring your poster on the second day (on 19th). Put your poster to the poster boards in the lobby in the morning, at least by the lunch time on 19th.
   ➢ Poster session will be from 14:55 to 16:00 on the day. Please be at your poster to explain it.