

## Instruction for Oral Presentation

### Note to Oral presenters

One LCD projector will be available in the oral presentation rooms. We request that you provide your own PC with the power cable for your presentation (AC 100V, 50Hz). We also request all the speakers to bring their data as a PDF file in a memory stick (USB type) in case of trouble with your PC. Please bring your external output terminal (D-sub 15 pin) if it is not built into your own computer.

--Before presentation

It is expected that you will preview your presentation file in the Speaker Ready Room. Before starting of your presentation, please come to the next speaker's seat with your PC in each presentation room. The projection staff will help you to connect your PC with a projector. Please control the presentation slides by yourself. Laser pointer will be prepared on the speakers desk.

--After presentation

Please take off your PC after your presentation at the speakers desk.

### Presentation Time:

	presentation time	discussion time
Keynote	60 min	-
Plenary	60 min	-
Invited (30 min)	25 min	5 min
Invited (25 min)	20 min	5 min
Oral	12 min	3 min

## Instruction for Poster Presentation

### Date & Place

The poster session will take place on the 2nd floor of Grand HOKUYO at 16:30 – 18:30 on September 7 (Wed).

### Placing & Removing Posters

Poster dimensions should fit portrait A0 format (1189 mm high and 841 mm wide). Place your posters at 15:30 – 16:30 on September 7(Wed). Your poster number will be placed on poster boards. Pushpins to fix posters will be provided. Remove your posters soon after the poster session.

