

PRESENTATION GUIDELINES:

1. Time for presentation

- Oral presentation slots are 20 minutes long for Regular speakers, 25 minutes long for Invited speakers.
- These times include 5 minutes for discussion.
- Session Chairs will enforce these times strictly and will stop presentations that run over time.

2. Presentation Material

- Please bring your presentation material with USB memory device and install it on the computer in a session room before starting the session.
- The preferred presentation software format is MS PowerPoint or Acrobat.
- Our presentation equipment uses Microsoft Windows Computers, and Microsoft PowerPoint 2010 Software.
- There will be a speaker's room (Room: C103) with computers where you can check your presentation in advance.
- In case of using your own computer, please make sure connection between projector (with VGA port) and your computer before starting the session.
- There will be a technician in each session room to help with any technical issues.