

Instructions for Presenters

Plenary Presentation

45 minutes have been allocated for each plenary presentation with 40 minutes presentation and 5 minutes Q&A.

Oral Presentation

20 minutes has been allocated for each session keynote presentation, (i.e. the first speaker of each session) with 15 minutes presentation and 5 minutes Q&A. 13 minutes has been allocated for each oral presentation in parallel sessions with 10 minutes presentation and 3 minutes Q&A.

Please time your presentation precisely as no overtime will be allowed. PowerPoint (PPT) is the standard format for all presentations. Please note that you need to bring PPT on a flash disk, and load it on the computer in the session room through the conference volunteer, at least 10 minutes before the start of the session. Please note that the operating systems of the conference computers in the session halls are Windows Vista and Office 2003.

Each oral presentation (i.e. abstract) has been assigned a number which will appear in this program book. Please refer to the number assigned to you, as well as your session of presentation.

Poster Presentation

The posters will be displayed in two sessions. The dimensions of the poster board are 60 cm wide and 80 cm high.

Each poster has been assigned a number which will appear in this program book as well as on the poster board. Please refer to the number assigned to you, as well as your presentation date.

Please make sure that you place your poster on the correct poster board. Presenters are responsible for setting up and removing their posters. Velcro will be available for hanging the poster.