Guides for Oral presentation

1. Authors and Speakers must report to the Speakers Area in order to preview and upload their presentations. Files must be handed-in a minimum of 2 hours prior to the start of their session (for morning sessions please upload it the day before).
2. Please make your presence known to one of the chairmen 5 minutes before your session starts. Time slot for plenary sessions is 60 minutes. Invited speaker presentation duration is 30 min, oral presentations is 15 minutes.
3. All session rooms will be equipped with a data projector and a computer. Computers in conference rooms are equipped with Windows 7, Microsoft Office 2010 package. Apple Mac computers will not be provided in any of the session rooms. If you are using Mac, please check compatibility with Microsoft Office 2010 package. Users are recommended to preview videos in standard universal software, such as VLC Player or Quicktime.
4. When building your presentation, use standard fonts (e.g., Times New Roman, Arial, etc.).
5. Even if you have submitted your presentation files in advance, please plan to bring the latest version of your presentation to the session on a Windows-readable USB flash Drive or CD-ROM.