

Guidelines for Speakers

Oral Presentation

In order to ensure smooth running of the program, speakers of each session are requested to prepare the presentation in advance before the session starts.

The projector and computer will be ready for each session room. Speakers can also bring their own computers, but are encouraged to check that the computers match with the projector. Laser pointers will not be provided.

Presentation	Time
Plenary Lecture	40 min.
Invited Lecture	30 min.
Oral	20 min.

The presentation time includes discussion. For Invited Lectures and Oral Presentations, the volunteer student assistants will remind you 3 min. before your lecture time allocation ends.

Poster Presentation

1. December 11 (Monday)

- Odd number posters (奇数编号, 如 PS1-01, PS1-03)
- Posters should be placed before 10:00
- Poster display time: 10:00-17:00
- Poster presentation time: 13:00-14:00
- Posters should be removed: 17:00-18:00

2. December 12 (Tuesday)

- Even number posters (偶数编号, 如 PS1-02, PS1-04)
- Posters should be placed before 10:00
- Poster display time: 10:00-17:00
- Poster presentation time: 13:00-14:00
- Posters should be removed: 17:00-18:00

3. Poster Board Size: 2500 mm (height) X 1000mm (width)

- The recommended size of the poster is 1200 mm (height) X 900mm (width).
- The poster number will be posted at the top of each board.
- Authors are expected to be shown up near their posters during the presentation time
- Adhesive tape will be provided to attach your posters on the board.