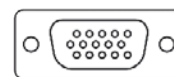


INSTRUCTIONS FOR ORAL AND POSTER PRESENTATIONS

Instructions for Invited Speakers and Oral Speakers in the Abstract Sessions

1. A single projection screen without sound is available for presentation.
2. Conflict of interest (COI) should be presented ahead of the presentation.
3. All speakers are requested to make a registration no later than one hour before the presentation at the PC Data Registration Desk at Century Foyer (2F, Bldg. 1, Nagoya Congress Center).
4. We accept slide file attached with your name on, prepared by Microsoft Office PowerPoint 2010, 2013 and 2016 using Windows PC, when you bring your slide data saved in USB memory stick or CD-R. To avoid garbled characters, please use standard font which is originally installed by OS. When your presentation includes movies, we strongly recommend to bring your own computer.
5. When you bring your own Windows PC or Macintosh computer, make sure that your computer has D-Sub 15 pin mini terminal for monitor output (Figure). Please carry your own connector in case your computer does not have it. Please turn off the screen saver.
6. We do not accept video tape presentation.
7. All presentations should be done within the allotted time under the management of chairpersons. Speakers in the Abstract Sessions 1 and 2 are requested to adhere strictly to 7 min for presentation and 3 min for discussion (total 10 min). The time-keeper alert you to the remaining and termination time of the presentation.



D-Sub 15 pin

Instructions for Discussion

1. Active discussions from the floor are encouraged as far as the time is available.
2. All aspects of discussion session shall be ordered by due consideration of chairpersons.
3. Those who wish to raise a question/discussion may raise their hands and wait to be called by the chairperson. To begin discussion, please identify oneself first.

Next Chairpersons and Next Speakers

The seats for “Next Speakers” and “Next Chairpersons” are prepared in the front row of the conference room.

Please be seated 15 minutes prior to your presentation/session.

Instructions for the Poster Sessions

1. The Poster Sessions is held in the Poster Room at Event Hall.
2. All Posters should be set up from 8:30 to 11:30 on May 31, exhibited from 11:30 to 17:00 and removed from 18:30 to 19:00. Posters exhibited after 17:00 on June 1 shall be removed and may be discarded by the staff members of ISS2019.
3. Each speaker is requested to exhibit a top banner within the size of 70 cm in width and 20 cm in height showing the title, names and affiliations on the right side of the poster number sheet set in the left upper corner on the poster board as shown in the figure. The size of the body of poster below the top banner should not exceed 90 cm in width or 160 cm in height. Free pins are provided for poster speakers in the Poster Room. Staple guns are strictly prohibited for mounting.
4. The Poster Sessions are scheduled from 17:00 to 18:00 on May 31. Each speaker is requested to stay in front of his/her poster for discussion during the Poster Sessions.
5. Conflict of interest (COI) should be shown in the poster.

