

## Instructions for oral presentation

### Time scheduled for your presentations

Each session has one or two Session Chairs, who will introduce each speaker to the audience.

Length of the talk is :

**For invited speakers: 30 minutes**, including the oral communication (25 minutes) and questions (5 minutes).

**For participants selected for a short talk: 15 minutes**, including the oral communication (12 minutes) and questions (3 minutes).

### Conference language

The presentation language is English.

### Before the scheduled presentation

The conference room is equipped with a PC with Powerpoint and PDF presentation softwares.

Bring your presentation on a MS Windows readable USB stick to the conference room and upload it on the computer, in the morning of the day of your presentation or during the coffee break/lunch break before the session starts. You can also use your personal computer.

## Instructions for poster format and presentation

### Poster format

Dimensions of the posters should correspond to portrait A0 format (119 cm high x 84 cm wide). The size at your disposal on the poster board is 90 cm width x 120 cm height.

Text and illustrations must be clearly visible, so that all posters can be readable from a distance of 2 meters. Recommended size for the text is 24 pt or larger. Headings should be 44 pt or larger.

At the top of the poster, in bold lettering of about 2.5 to 3 cm size, please provide the title of the paper, name(s) of the author(s), and affiliation. Title and authors must be the same as stated on the submitted abstract/paper.

The poster content must be self-explanatory and presented in such a way that spectators standing one to two meters from your poster can clearly read and grasp the significance of the work and its central message in a few minutes.

Tables should be used sparingly and kept as simple as possible. Data are almost always more efficiently displayed graphically.

### Poster presentation

There will be an area marked for your poster. Suitable material to display the posters on will be provided on-site.

For the first poster session, the poster can be put up from Tuesday morning at the Hotel de France. Posters of session I have to be removed before session II.

Authors who are presenting a poster are requested to stand by the poster during the poster sessions (schedule will be provided in the abstract book).

**The poster must be brought by the author personally and may not be submitted by mailing in advance**