

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: 25 minutes, including the oral communication (20 minutes) and questions (5 minutes).

For participants selected for a short talk: 12 minutes, including the oral communication (10 minutes) and questions (2 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