Instructions for Presentations

Oral Presentations – Talks will be strictly limited to **15 minutes** <u>including discussion</u>. Key-note presentations will have duration of **20 minutes**. Datashow, slide and overhead projectors will be available in the lecture rooms. Speakers are strongly encouraged to prepare their presentations using Microsoft PowerPoint software. Presentations (either on CD or sorted slides) should be delivered to the relevant reception desk at least 20 minutes before the beginning of each session

Poster Presentations – For each poster, individual freestanding display boards will be available. The maximum effective area of the display boards is <u>110 cm wide and 140 cm high</u>. Posters should clearly indicate the title of contribution and the name(s) and affiliations of author(s). Authors are expected to post their posters at 09:00 and remove them at 20:30. In case there are some posters remaining after 20:30, they will be removed by reception desk staff and the authors may retrieve them during the following day. Mounting pins, scotch tape etc. will be available on request.