18th KUMAMOTO AIDS Seminar - Presentation Guidelines

1. Oral presentation (in English)

●Time & Date:

Please check the program to confirm your scheduled presentation day and time.

> Details here

The time limits for presentation, including the time for Q&A, should be strictly followed.

When your turn comes next, please wait on the seat labeled "Next Presenter".

●Presentation Time

30 minutes (25-minute Presentation, 5-minute Q&A)

25 minutes (20-minute Presentation, 5-minute Q&A)

20 minutes (15-minute Presentation, 5-minute Q&A)

*The time limits for presentation, including the time for Q&A, should be strictly followed.

When your turn comes next, please wait on the seat labeled 'Next Presenter'.

●Presentation Slides

・ All slides should be prepared in Power Point with Windows or Mac OS.

・ No unique or machine-dependent fonts can be used.

・ File name should be "Presenter's name.ppt" (e.g. KumamotoTaro.ppt).

 * Presenters are requested to use a laptop PC that has been set up by seminar staffs. Speakers are requested not to use their own laptops at the podium.

 * The presentation file should be submitted via e-mail to the Seminar Office: cark@* (*=kumamoto-u.ac.jp) by October 27th, or stored in a USB flash drive and handed to seminar staff at the "PC Registration Desk" on the first day of the seminar (October 30th).

  In the latter case, please inform us via email which OS (either Windows or Mac) and what version of Power Point you are going to use by October 27th.

  * We will return your USB flash drive on the same day and ensure that your file saved on our PC is deleted at the end of the session.

2.Poster Session

●Poster Number

 Please check your poster number.   >> Details here

●Time & Date

★Selected Poster Discussion: October 31st,Tues   13:00-13:50 *If applicable

- **Place:** 10F Parea Hall, Kumamoto Kenmin Koryu Kaikan Parea

★Poster Session : October 31st, Mon   13:50-15:20

- **Place:**

  9F Meeting Room, Kumamoto Kenmin Koryu Kaikan Parea

- **Display:**

  October31th (Mon), 11:30–November 1st (Tue) ,14:35 (tentative)

- **Removal:**

  Please remove your poster by 16:50 on October 31.

- **Poster board size:**

   210cm high ×90cm width   > Details here

* The seminar staff will keep your removal poster at the registration desk.

Please pick up your poster before you leave.

3.Best Poster Award

●Eligibility

All poster presenters selected by the reviewers.

●Voting

PI and other researchers, postdoc, research specialist and graduate students will have

a vote for the Best Paper Award

●Voting Time:

October 31st, 13:50-15:20

●Prize-Giving:

October 31st, at the reception venue