



Guideline for Paper Presentation

GENERAL

The oral session is based on slide presentation of your research work and ideas. For better visibility, use of larger letter with gothic type (e.g., Arial) font is good for audiences to read the text without difficulties. Strictly avoid using two-byte characters because those characters may not be shown correctly.

LANGUAGE AND UNITS

All slides must be in English. Use of SI units is strongly recommended. If you have to use non-SI units, please provide SI-equivalent values, i.e., 1.0mAq (9.8Pa).

DIAGRAMS AND PHOTOGRAPHS

Use of diagrams, graphs and photographs makes your slides attractive. Photographs should have good contrast, sharp focus. Graphs and diagrams should be enlarged to be readable from the rear part of meeting room. Be sure not to use two-byte characters in the texts in diagrams.

SLIDE SIZE AND APPEARANCE

Please prepare your slides to be readable when projected to the screen area. In conventional text format, 7-11 lines are approximate to be projected in one page.

SENDING YOUR BIOGRAPHICAL DATA IN ADVANCE

Before your presentation, you will be introduced by the session chair. In order for you to be introduced properly, we would like to have your biographical data. Please fill in the attached form and return to program@aofst2015.com by 25th, Sept.

CHECKING YOUR PRESENTATION

You can either use your own PC or the session room PC for your presentation. To ensure a smooth presentation, we ask that you will check your presentation during the coffee break before your session. An assistant staff will be in the conference room during coffee breaks.

If you wish to use your own PC, connect your PC before your session and check your presentation. Keep your PC connected during the session. Connection box will be provided. If your PC is equipped only with HDMI output, bring your connecting cable to VGA (D-sub) terminal such as shown by the photo on the right.



HDMI-VGA connector

If you wish to use the session room PC, copy your presentation files on the “Desktop” of PC. Latest version of Microsoft Power Point™ for Windows™ will be available on the session room PC. After the session, your presentation files will be deleted by an assistant staff.

PRESENTATION TIME

Your presentation time is limited to 15 minutes plus 5 minutes of discussions. As a pace-maker, you will be notified with a bell-ring at 5 minutes before the presentation time ends. Since there are nearly 100 presentations programmed in three parallel sessions, keeping punctual progress of sessions is important.

QUESTIONS

For questions, please write to the following address:

E-mail Address: program@aosfst2015.com.

E-mail Subject: Questions on Paper Presentation (#zzz)
(Replace zzz with your poster number.)

Program committee, 10th AOSFST
Aug., 31st, 2015