# Instructions for Oral presenters

1. Please see attached conference program to confirm your presentation schedule.

2. Allocated time of the presentation is 20 min., followed by 10 min. discussion for each speaker, and 30 min., followed by 10min. discussion for speakers of keynote lecture. There will be no timekeeper present and all speakers are asked to keep the allocated presentation time.

3. Only computer presentation will be available for oral sessions. Please prepare your presentation slides in English using Power Point.

4. Audio-Visual Materials
    1) Please save your data either CD-R or USB memory device, and deliver it to the Speaker's desk located at the left side of the stage in the presentation room, "Emerald" on the day before your presentation to check the data. The Speaker's desk will open at 5:00 pm. on Mar. 1$^{st}$. Keynote lecturers are requested to bring your data after 5:00 pm.
    2) If you need to replace the data after the submission, please deliver it no later than the break time right before your presentation.
    3) Please bring your presentation data with you. We will NOT accept the data sent to us before the first day of the conference.
    4) Windows XP (PowerPoint 2003 or 2007) is the only operation system available for the presentation. If you prepare the presentation data on Windows Vista, 7 or Macintosh, please bring your own PC to the presentation room. We will check the computer matching before your presentation.
    5) If you use Movie file on your presentation, please bring your own PC to the presentation room. Do NOT bring materials by CD-R or USB.
    6) Your screen resolution should be XGA (1024 x 768 pixels).
    7) If you bring your own PC, D-sub 15-pin plug is necessary for connecting with the projector.
    8) Your screen resolution should be XGA (1024 x 768 pixels).

5. At the start of the session, you are kindly requested to be seated at the Next Speaker's seat, located in the left front row.

6. Other information
    We will give the proceedings and name card at the front desk on the first day of the conference.

**For Inquiries please contact;**
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