

## **Sendai Conference 2019**

### **Instructions for oral presentation**

#### **<Language>**

The official language of the conference is English. All presentation materials should be prepared in English.

#### **<Time allocation for each presentation>**

Your presentation is allocated 10 minutes plus 3 minutes discussion. Although there is no limitation for the number of presentation materials, please be punctual to the presentation time for the smooth session proceeding.

#### **<Audio visual aids>**

One PC (Windows10) will be prepared for the session room. Please bring your presentation data in a flash memory which transformed as Power Point 2010, 2013 or 2016.

**\*If you wish to use Macintosh or your data contains movies, you must bring your own PC.**

#### **<PPT Preview>**

Speakers are kindly requested to come to PC Center, "conference room F", 30 minute prior to your presentation.

**\*Please bring your presentation data in USB or CD-R and its file name should be your name.**