



INVITED SPEAKER AND ORAL ABSTRACT PRESENTER INFORMATION

Speaker Ready Room Location and Opening Times

Location: Nobel Lounge, Level 1

Opening Times:

Wednesday July 24	14:00 – 18:00
Thursday July 25	07:00 – 18:00
Friday July 26	07:00 – 18:00
Saturday July 27	07:00 – 14:00

General and Onsite Information for Speakers and Oral Abstract Presenters

All session room screens will be in 16:9 format.

If you have a presentation, please hand it in (on a USB-removeable drive), to the Speaker Ready Room at as soon as you arrive on site. Please note that the technicians in the meeting rooms are not prepared to receive presentations directly from the speakers during sessions.

Please be in your session room 15 minutes before the start time of the session. The session moderators will start and end strictly on time.

Your PowerPoint must be prepared in PowerPoint2000 or any later PowerPoint Version (MS Windows) and provided on a USB-removeable drive. Set the slide size of the page to “On-screen show” and landscape orientation in the page set-up section. (Portrait orientation will not display properly). Macintosh presentations (i.e. Keynote) cannot be accommodated, unless saved to a PC-formatted USB stick.

Oral Abstracts Presentation Preparation

You will be given the opportunity of a 10 minutes oral presentation (8 mins + 2 mins question and answer period) at the end of the relevant Symposia Session. If you are preparing a PowerPoint presentation, please ensure that it is in 16:9 format and include a title and author slide followed by a maximum of 10 further slides.