Information for Chairpersons and Speakers

1. Chairpersons

Please come to the front of the room at least 5 minutes before the session starts.

The chairs will be in charge of the proceedings, but we ask for your cooperation in keeping the sessions on time.

2.For Oral Speakers

☐ Presentation format

For oral presentation 10 minutes per presentation (7 minutes for presentation, 3 minutes for discussion)

Presentation: English

Format: English

Please come to the next presenter's seat at the front of the room at least 10 minutes before your presentation.

Please prepare your PowerPoint slides in Widescreen (16:9) format.

☐ In principle, oral presenters (Power Point Data) are requested to use PCs provided by the JSMBM Office; the OS of the PC is Windows 11 and the application is PowerPoint 2019 for Windows.

☐ The file name for presentation should be "abstract number, name" (e.g.; O1-9_Hanako Osaka.pptx).

☐ Please use the standard font set in your OS for character fonts.

☐ The presenter tool cannot be used.

☐ The file size should not exceed 200 MB.

☐ Data Acceptance Method

Please bring your presentation data in USB memory stick to the PC reception desk at least **30 minutes** before the start of your session. Presenters who will be presenting on the second day are requested to complete data acceptance on the first day as much as possible. After your presentation, the conference secretariat will take responsibility for deleting your presentation data.

PC reception desk Hours: June 7 (Sat.) 8:30-17:00

June 8 (Sun.) 8:30-14:00

If you wish to bring your own PC or Mac for video or other reasons, please contact the conference secretariat by e-mail in advance.   # Only accepts "HDMI" connections.

3. For Poster Presenters

Poster presentations will be held in an open discussion format. Please wait in front of your poster at the designated time. When it is time for discussion, please engage in a lively discussion with the attendees. Candidates who selected for YIA posters will be asked to give an 8-minute presentation (4 minutes for presentation, 4 minutes for discussion) with the chair/judge as moderator. We look forward to a lively discussion with the judges and attendees.

□ Poster Preparation

The overall poster panel size is 210 cm (H) x 90 cm (W). Space for the abstract number, title, and text is as shown on the right. Rackings are provided on the poster panel for display.

Presentation language: English

Poster: English

□ Poster Location

Please attach your poster to the panel with your presentation number.

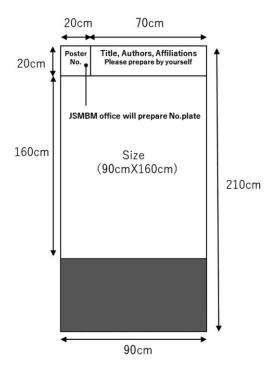PY1 – PY16: Poster Room (Conference Room 1, Osaka University Convention Center)

P1 – P30: Poster Room (Conference Room 1, Osaka University Convention Center)

□ Posting, Presentation and Removal Time

Posting: Saturday, June 7, 9:10 - 12:00

Presentation:Saturday, June 7, 17:00-18:40

Removal: Sunday, June 8, 14:50 - 16:00

*If it is difficult to affix your presentation during the above affixing time, please do so before the presentation time.