

Presentation Guideline for CWE 2018

June 10, 2018

Please adhere to the following guidelines for your presentations at CWE 2018:

For keynote speeches:

- Each speaker will be allotted a total of 50 minutes, including 10 minutes for Q&A.
- There will be an LCD projector, computer, microphones and a screen in all session rooms. Presentation files should be prepared in Microsoft PowerPoint (i.e., '*.ppt'). Please bring a presentation file on a USB flash drive.

For oral presentations:

- Each speaker should arrive at least 10 minutes prior to the start of the session and upload the presentation file onto the laptop in the session room.
- Each speaker will be allotted a total of 20 minutes, including 3 minutes for Q&A. The session chairperson will serve as a timekeeper; promptly respond to the chairperson's requests to wrap up the presentation, so that the concurrent sessions stay on schedule.
- There will be an LCD projector, computer, microphones and a screen in all session rooms. Presentation files should be prepared in Microsoft PowerPoint (i.e., '*.ppt'). Please bring a presentation file on a USB flash drive.

For poster presentations:

- Each poster board measures 250cm high by 95 cm wide.
- The speaker's poster should fit at 120cm high by 85cm wide.
- The speaker will be assigned a poster number that will indicate the location of the poster.
- Please place your poster before 12:00PM on June 19th, Tuesday until 12:00PM on June 22nd, Friday and refer to your poster board number in the programme