

## Oral Presentation Guidelines (last updated: Oct 4, 2024)

### 1. Language

- In general, Q&A will take place in English

### 2. Presentation Time

- Please follow the chair's direction.
- Oral Sessions: 10 minutes for presentation, 5 minutes for discussion.

### 3. Presentation

- Presentation slides displayed on the screen will be streamed to online participants through JUNO.
- The presentation will be made through a PC provided by the organizer. Note that the PCs are Windows-based ones.
- Please bring your presentation data 15 minutes prior to your presentation to check the output at the venue. (The detailed will be announced before the conference)
- You will not be able to use Presenter View.

### 4. Q&A Session

- Chairs lead Q&A sessions. Please follow your chair's instruction and answer questions from on-site participants. Please answer questions from online participants which your chair chooses and reads out.

### 5. Video upload

- For in-person presenters, uploading the mp4 file is not mandatory.

### 6. Others

- You must check the show-up check list when you come to the venue on the presentation day.