Invited Speakers' Session and Oral Presentation Instructions

Invited Speakers' Session

Plenary Lecture, Memorial Lecture, Presidential Symposium, Meet the Expert, Post Graduate Course, ATS, ERS, GOLD, WONCA, GARD, Symposium, Mini Symposium and Workshop.

Sponsored Session

Luncheon Seminar, Evening Symposium, Satellite Seminar.

Length of Presentation Time

Invited Session> To be announced by the congress secretariat prior to the congress.

Sponsored Session> To be announced by the sponsors prior to the congress.

Oral Presentation> 7 minutes for Presentation, 3 minutes for Discussion.

Requirement

Invited Speakers' and all the Speakers' of selected abstracts for oral presentation should prepare and bring a **PowerPoint 2003 presentation on a Windows XP** data device and present in English during the Conference.

Audio-Visual Materials

Speakers are requested to present their materials at the speakers' preview room **at least one hour** prior to their presentation. The speakers' preview room will be located on the **Room F**, Kyoto International Conference Hall.

Audio-Visual Equipment

Only computer presentations will be provided in these sessions. We regret that no slides or videos may be used.

Presenter's Actions to be taken

1. Presentation Materials
Presentation material should be carried on the presenter's own **Windows data** device **(USB-memory or CD-R)** at the Conference. Laptops in each session room will not support floppy disk drives or connect to the Internet. Only PCs provided by the Conference can be used. All data in the server will be discarded after the presentations.

2. Onsite
Please arrive at your scheduled room **10 minutes before**. Familiarize yourself with the room set-up, audiovisual equipment, location of lights, and speaker area. This will allow you adequate time to work with the audiovisual and computer technicians to set up your equipment, etc. Give yourself time to experiment before the presentation.

Visual Aids & Preview Room

The speaker's preview room is located in **Room F.** This room will be open from **8:00 to 18:30** during the conference. The presenters are kindly requested to arrive **at least one hour in advance** before the start of each session in order to check the text and test personal equipment. The presenters are also requested to inform the technical staff of your session for confirmation. If video data are contained in the slide file, please check it with audiovisual and computer technicians in advance in the preview room.

Excellent Presentation Award (Oral Presentation 1 to 9)

"Excellent Presentation Awards" have been established by the Scientific Program Committee of the APSR2006 to be given to the 59 best abstracts which have been selected for the oral presentation out of the over 700 abstracts submitted. All oral presenters will be granted a commemorative gift and a certification at the desk of presentation room.