



## **Presentation Instructions**

Following these guidelines will allow the sessions to run smoothly and to keep the (very tight) time schedule. We greatly appreciate your efforts and cooperation towards a smooth running and successful Conference.

Thank you in advance.

**Mohamed Ouisloumen**  
**Technical Program Chair**

**Baard Johansen**  
**General Chair**

Thank you for coming to **PHYSOR 2010**.

## Guidelines for Speakers:

- There will be five parallel sessions. Each presentation will last 20 minutes at the maximum, followed by 5 minutes for questions. In order to allow conference participants to attend the presentation of papers in different sessions in a timely manner, we, as organizers, will request the chairpersons to comply with the time schedule rigorously. In view of the given time constraints, please make sure that your presentation fits within the prescribed 20 minute limit leaving adequate time for questions from the audience.
- The laptops going to be used in sessions will have the following programs installed:
  - Microsoft Office Word 2007
  - Microsoft Office Excel 2007
  - Microsoft Office PowerPoint 2007
  - Adobe Reader 9

The laptops will be using Microsoft Windows XP operating system with the Service Pack 3 installed. Default Windows font set will be available on these machines.

- You will need to bring your presentation to the Session Chair at least 10 minutes before the session starts. Session Chair will upload the presentation to the laptops. **It is highly encouraged to test the presentation** (especially if you have animation) at the lobby area where two computers with the same settings as that in the session room will be provided.
- We highly recommend that you create a PDF version of the presentation so that you can switch to the PDF in case of a problem with the PowerPoint.
- You are kindly requested to attend the Speakers' Breakfast between 06:30 and 08:00 am on the day of your presentation. Please proceed to the table bearing the number of your session. You will have the opportunity to meet your Chairpersons and your fellow presenters, and to discuss any specific details pertaining to your presentation. Please prepare, in advance, a brief introduction (no more than a few lines) for the Session Chair to introduce you to the audience.
- A microphone will be used for the presentation, please make sure that you keep close to the microphone during your talk.
- We also request the workshop speakers to adhere to the same rules if they plan to use our computers.