

IDW '17

Notes for Oral Presenters

1. Speakers' Reception

- 15 minutes before the beginning of the session when you will make your presentation, please go to the speaker reception desk located in the room with your computer to set up your presentation or to transfer the presentation data from your USB flash drive.
- Please meet your session **chair, co-chair and the workshop session moderator** before your presentation.

2. Time Allocation

Time allotted to you is shown in your acceptance letter which was sent to you from the IDW secretariat. Please keep strictly to your allotted time. Chair will keep time and ring a bell when the time for your speech has expired.

Q & A immediately follows the bell.

3. Presentation Instruction

- Please bring your own (Mini D-SUB 15P, female) VGA-connector-equipped computer with your presentation data in it. AC power 100 V 50 Hz will be supplied from type-A socket.
- Projectors are provided with XGA (1024x768) resolution.
- We especially request the use of your own computer if you want to use video output for your presentation.
- If not bringing your own computer, you may bring your presentation data in a USB flash drive. A computer (with Windows 10, PowerPoint 2016, and Adobe Reader DC [all English versions]) will also be provided by the committee. We recommend that you use the Presentation Pack function in PowerPoint in order to avoid compatibility issues.

4. Speaker Preparation Room

- Projectors and PCs for test viewing are available at the "Room 7" on the 3rd floor of conference building. For its location, please refer to the floor plan printed in the Advance/Final Program. All oral presenters are advised to check the projected image before your presentation.
- One day or half days before your session, please check your computer/USB flash drive for compatibility in the speaker preparation room. The speaker preparation room will be set up with the above compatible computers and projectors from the morning on December 6.

Notes for PC Setting

To avoid unexpected shutdown or sleep of your PC, turn all power-saving features off using the control panel.

If your PC has display size with aspect ratio other than 4:3 (such as 1280x768, 1680x1050, 1920x1200, etc.), it is strongly recommended to check the projected image at the speaker preparation room before your presentation.

5. Author Interviews

Author interviews will take place at "Exhibition Hall".

December 6: 16:20 - 17:00 3D1/DES2, AMD1, DES1, EP1, EP2, FLX1, FLX2/LCT1, FMC1, FMC2, HAP1/INP2, INP1, OLED1, OLED2, PH1, UXC2/VHF2, VHF1/UXC1

December 7: 14:40 - 15:20 AMD2, AMD3, AMD4, EP3, EP4, FLX3, FLX4, FMC3, FMC4/FLX5, HAP2/INP4, INP5, LCT2, LCT3/DES3, LCT4, MEET1, OLED3, OLED4, OLED5, PH2, PRJ1, UXC3/INP3, UXC4, VHF3, VHF4

December 8: 12:00 - 12:40 3D2, 3D3, AMD5, AMD6, DES4, FLX6, HAP3/INP6, LCT5, LCT6, MEET2, MEET3, PRJ2, PRJ3, UXC5/EP5, VHF5, VHF6

December 8: 17:00 - 17:40 3D4, 3D5, AMD7, AMD8, DES5, FMC5, FMC6, INP7/UXC6, LCT7, LCT8, MEET4, MEET5, PRJ4, PRJ5, VHF7, VHF8

You will find a board allocated to you on site. The boards will be accessible from **15 minutes prior to the starting time**. Electric power will be available for those of the presenters who have wished in the questionnaire. Please remove your equipment soon after the author interviews have ended.

6. IDW Best Paper Award

The award committee of IDW '17 will select the best papers from those presented at IDW '17. The award winners will be announced on the IDW website and given a plaque after the conference.

See also: INSTRUCTIONS FOR ORAL PRESENTATION

<http://www.idw.or.jp/authinfo.html>