

XXII International Conference on Raman Spectroscopy



PRESENTER GUIDELINES

SPEAKERS.

Speakers must go to their session room 30 minutes prior to the session start to connect laptop computers to LCD projector or load presentations onto the conference computer (a PC running Microsoft Office 2007). *Special note for Mac users:* If you are bringing your Mac laptop to use, please bring any necessary adapters required to connect to the LCD projector.

Remember to plan for 5 minutes of Q&A at the end of your talk (included in your time slot).

There will be an audio-visual technician in each session room to assist you and your fellow speakers.

POSTERS PRESENTERS.

Size. Poster board spaces are 4 feet high x 4 feet wide. Your poster presentation may not exceed this size. Presenters should supply to mount their own poster (push pins or Velcro).

Location. Posters are located in the Georgian, Arlington, Berkeley, Clarendon Rooms or the Statler Room. Refer to the poster numbers in the final program and author index (distributed onsite) for board assignments

Set-up and Removal. Posters must be set up between 8:00 - 8:30 am on the day scheduled and removed by 8:30 pm. There are three different poster sessions. Please follow these time guidelines in fairness to other presenters.

Presentation Schedule. There are three poster sessions featuring more than 160 presentations each. Authors are requested to attend their posters for the full two hour session on their assigned day.

Monday 2:00 - 4:00 pm
Tuesday 6:15 - 8:15 pm
Thursday 4:10 - 6:10 pm