

Oral Presentation guide

Oral presentations for the ICOLSE2017 have been allocated **20-minute** slots, of which **at least 5 minutes** should be given to questions. It is necessary that these times are strictly adhered to, and that the turnaround time between papers is negligible.

All session rooms are equipped with a computer (laptop) and a projector. If you use the computer equipped in the room, you should:

1. arrive in the session room **at least 10 minutes** prior to the start of the session to load their presentations onto the computer using a USB memory stick.
2. introduce yourself to the Session Chair.

The computers in the session rooms will run MS Windows and be able to display MS Powerpoint or Adobe PDF slides.

Also, you can use your own computer.

Using the conference computer:

- A PC with Windows **7 or later**.
- **Only Power Point presentations 2010 or later (.ppt or .pptx) and Adobe Acrobat files will be accepted.**

Using own computer:

- If you are bringing your own computer to connect to the projector: a **VGA cable or HDMI cable** with male connector will be provided for hooking up your laptop.
- Please ensure to bring the proper adapter that will fit your computer (no adapters will be available on site).