■ Instructions for speakers in oral presentation

1. The language for oral presentation is either Japanese or English.
2. The time allocation for oral presentations is 10 minutes (8 min presentation, 2 min Q&A).
3. Simultaneous interpretation will not be provided.
4. Application software for preparing presentation data should be PowerPoint 2007/2010/2013/2016/2019.
5. If you have prepared your presentation data on a Macintosh PowerPoint, please check that your presentation functions correctly in a windows-based environment, or bring your own PC in order to avoid display problems.
6. Use standard font (e.g. Arial, Helvetica, Times, Times New Roman) in preparing your presentation to avoid conversion errors.
7. All authors required to disclose any conflict of interest with sponsoring companies.
   For oral presentations, please include the slide disclosing the state of COI in your PowerPoint presentation after your title slide.
   (You can download sample template from Call for Abstract page on your website
   https://www.c-linkage.co.jp/jsgct2023/coi.html)
8. To avoid the possible spread of computer viruses, please scan your presentation files beforehand with updated anti-virus software.

■ PC Preview Section

1. Please bring your presentation data in a USB flash memory on your own laptop PC, at least 30 minutes prior to your presentation to the PC Preview Section to complete review of presentation data.
2. On-site operating system will be Windows 10, PowerPoint 2007/2010/2013/2016/2019.
3. Please place all video clips linked with the PowerPoint presentation into a single folder. Video file should be WMV or MPEG1, MPEG4.
4. If you are using a Macintosh Powerpoint presentation with moving images, please bring your own device and back-up data to make your presentation.
5. Presentation data loaded on the conference PC will be completely deleted after your presentation by our staff..

PC Preview Desk is located at 10F.
< Opening hours >
    September 11 (Mon.) 8:15-19:00
    September 12 (Tue.) 8:00-17:00
    September 13 (Wed.) 7:15-17:00

■ Laptop users

1. Macintosh users are requested to bring your own device.
2. Please turn off any sleep functions and screen savers beforehand.
3. Cable connector used at the venue for image output is D-sub 15 pin connector or HDMI. Please bring your own connector conversion adapter if necessary.
4. After checking your data at the PC Preview Section, please bring your PC to the "Operating Desk" near the speakers' podium in the session rooms.
5. Please pick up your PC at the Operation Desk after your presentation.

General Information