

Speaker Information

(www.mdiw2010.no)

ORAL SESSIONS

Each oral session will last for 20 minutes in total, with 15 minutes for the author to present his findings and 5 minutes dedicated to questions from the audience and change of speakers. All presenters must be available in the respective presentation room at the beginning of the session in which the presentation will be given. The chair person will introduce the speakers and keep track of the exact time line (15 minutes presentation + 4-5 minutes discussion + change). The speakers are kindly requested also to follow the time line. Each session will consist of four or five presentations. By strictly following the time line, we show respect for each other and all speakers get the same chance to present. It will also allow people to come and go in between speakers without disruption. If a presenter does not appear for his/her presentation, the following presentations will start as indicated in the program. The chair is requested to remain in the session room until the session time line has expired. The chair is also requested to make sure all mobile phones are turned off. There will be a person from the local organizers assigned to each lecture room.

Computer Equipment: Personal laptops will not be used during your presentation. The computers in the session rooms will be Windows XP based PC with Microsoft PowerPoint. Verification of proper performance of your presentation can be done when uploading your file to the computer system at the registration desk. Please make special note if video and animation is included in the presentation and make sure everything works well in advance of your session. Internet access will not be available during your presentation.

NB! You must load your power point files in advance. To make this go smoothly we ask all speakers to make an effort to do this as soon as possible and preferably not leave it to the break right before the session. A person from the local organizers will assist in the upload. Please make sure you have all power, video, and networking adapters with you. You should still bring a backup of the presentation on alternate media such as a flash/usb drive.

AV Equipment in Session Rooms

The following will be available: Floor lectern with microphone, computer, mouse, laser pointer, projector, and audience microphone.

SECURITY:

All files will be deleted at the end of the conference

