Instruction for Presentation

V.S.O.P presentation guidelines

V.S.O.P. is now open for all poster presenters. Please let us know if you want to give a talk. We welcome slides and presentations in Japanese. The deadline is <u>February 19</u>, 17:00.

- 5 min oral presentation in English (no Q/A)
- You need to send to us the PowerPoint or PDF file of your V.S.O.P. presentation by <u>February 17th, 2020</u>. Our email address is described in the announcement email.
- We would like to ask you to present not only specific results of your research but also a very general background. (a brief introduction about your labs and/or centers is also a good introduction)
- Timetable will be described in the program.

Poster presentation guidelines

The FY2017 Incentive Research project members are asked to send us a PDF file of the poster. Details of the submission will be announced later.

If you want to apply for the FY2020 collaboration seed fund, you must send us a PDF file of the poster.

- Posters should fit within A0 vertical size and be prepared in English (Japanese will be acceptable in limited cases.)
- You should set up your poster between the mounting time $\underline{15:00-16:40}$. The poster session will be 16:40-17:20.
- We would like to ask you to present not only your own research but also your self-introduction. (Self-introduction part can be made by your native language, but you need to add English labels.)
- Poster numbers will be described in the program.

The attendees will be researchers from various scientific fields and staffs from administration office. Presentations for non-specialists are highly appreciated. For example, please consider:

- a. Starting the introduction from general perspective
- b. Avoid using jargon
- c. Add Japanese labels for highly technical terms (if you are good at speaking Japanese)

Travel support

We will offer the travel support for those who attend and register at Suzuki-Umetaro Hall. Cancellation fee will be also covered by a special budget.

Financial support is available to the presenters. If you attend from outside of Wako Campus, your travel expense will be covered by the dedicated budget. Budget numbers and the instruction for business trip application is described in the Japanese part of the announcement email.