

Information for Session Chairpersons

- Chairpersons are requested to arrive at the venue **for their session 15 minutes in advance** and to make their presence known to the staff in the presentation room.
- Please adhere strictly to the timetable for presentations and Q&A sessions to ensure the smooth running of the Meeting.

Information for Speakers in Symposia, and Speakers in Oral Sessions

■ Languages for Presentations

- Symposia: English
- Regular oral presentations: English

*Q&A sessions during both symposia and regular oral presentations may take place in either English or Japanese.

■ Timing of Presentations

- Please comply with the chairperson's directions during symposia.
- The time allowed for regular oral presentations is 10 minutes for the presentation and **5 minutes for Q&A**. (Please comply with the chairperson's directions.)

■ Presentations are restricted to computer presentations using your own personal computer.

- Presentations at the Meeting are restricted to computer presentations only. Please bring a laptop computer with you.
- Please use a computer running Windows XP, Windows Vista, or Macintosh OS8.5 or later, and fitted with an external monitor output terminal.
- If you are using a Sony VAIO, Macintosh, or other type of computer with a special-format monitor output terminal, please bring a D-sub15 pin conversion adaptor with you.
- Be sure to bring an AC adaptor to the presentation venue in case your computer's battery runs out.
- Please adjust your computer settings so it does not revert to screensaver or energy-saving mode during your presentation.
- Please bring your computer to the Computer Center (the foyer in front of Venue A, Century Hall) at least 60 minutes before your presentation to check the output.
- Please give your own laptop to the Computer Operator Desk (on the left-hand side facing forwards inside the presentation venue) at least 30 minutes before your presentation.
- During your presentation, you can operate your computer yourself by using the monitor and remote mouse on the podium.
- There is a time indicator on top of the podium. Your cooperation in finishing your presentation within the allotted time is requested.
- If your presentation data includes links to stills, moving images, graphs, or similar data, please be sure to save these files and check their operation in advance.
- Audio cannot be used during presentations. Should you require audio, please contact the Convention Secretariat in advance.
- After the end of your presentation, please reclaim your computer from the Computer Operator Desk.

<D-sub15 pin>



Computer side

Information for Poster Presenters

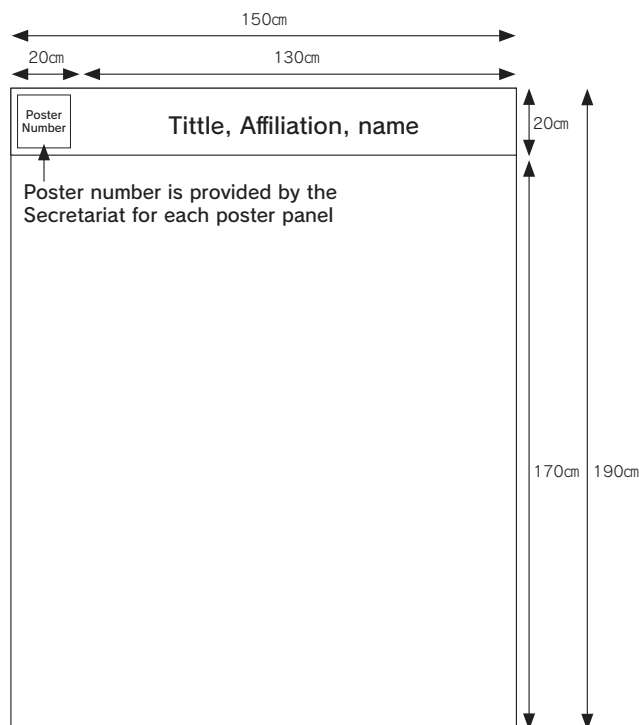
Posters will be displayed in the Event Hall (1F, Building 1) and Shirotori Hall (1F, Building 4).

Poster Preparation

- Please make your poster to fit the space within the display panel. The panel size is shown in the figure on the right
- Please prepare the title of your presentation, Affiliation, and presenter's names in English and affix them at the top of the space for putting up your poster.
- Poster content (figures and explanations) must **all be prepared in English**.

Presentation

- Please start by completing reception procedures at the Poster Reception Desk.
- Please display your own poster in the position indicated by your presentation number within the stated time for putting it up. Presentation numbers are already indicated on display panels. Please check your presentation number and be careful to put up your poster on the correct panel.
- Tacks for putting up posters are available from the Secretariat. Please do not use glue or Sellotape.
- Presenters will be issued with a ribbon at the Poster Reception Desk. Please attach this on your chest, stand in front of your poster panel during the explanatory and Q&A sessions listed below, and respond to participants' questions (there will be no chairperson to move the sessions along).
- **Posters will be changed every day. Please help by taking your own poster down. Posters still displayed after the removal time has passed will be disposed of by the Secretariat the following day.**



Date	Put-up time	Presentation number	Explanatory/Q&A session	Removal time
Sept. 16 (Wed.)	8:00-8:30	Odd numbers	11:00-12:00	17:00-17:30
		Even numbers	13:00-14:00	
Sept. 17 (Thur.)		Odd numbers	11:00-12:00	
		Even numbers	13:00-14:00	
Sept. 18 (Fri.)		Odd numbers	11:00-12:00	
		Even numbers	13:00-14:00	

Request Concerning Use of Color in Presentation Materials

Around 5% of Japanese men (3 million people) and 8% of Caucasian men have a specific type of vision that makes it difficult to distinguish between colors in a particular range, including red and green. In light of this, you are requested to take the following points into account when preparing presentation materials.

1. Images of two-color staining or DNA chips should be displayed in green and magenta, not red and green.
2. Three or more stains should not be displayed only as composites with all three colors, but also with the two most important colors alone shown in green and magenta. (Alternatively, images of each channel can be displayed separately.)
3. In graphs and explanatory figures, it is extremely difficult to match colors shown in two separate places. For this reason, do not use color-coded descriptions or legends for different items, but write them directly into figures. Do not differentiate between items by using different colors, but rather with different types of line, shapes of symbol, or types of hatching.
4. Red does not appear as a bright, vivid color, so do not use red lettering on a dark background. Fine blue lettering is extremely difficult to read, regardless of color vision. Use white, yellow, or orange lettering as far as possible.

For further information, see <http://www.nig.ac.jp/color/>