



# Presentation Guidelines

## Preparation of the Presentation

When we send the review results for your paper by e-mail, that e-mail message will specify whether accepted papers have been assigned for poster presentation or oral presentation.

## Oral Presentations

Each oral presentation is allocated 20 minutes. To keep the conference running on time, this time limit will be enforced. We recommend that you plan to speak for about 17-18 minutes, leaving about 2-3 minutes for questions from the audience. Please rehearse your presentation before you give your presentation at CCN. Pre-recorded presentations are not allowed.

A computer-driven slideshow is recommended for your presentation. The conference facility will be equipped with a computer, a data projector (16:9 aspect ratio), a microphone, a lectern, and a pointing device. It is best if you bring your slides on a USB thumbdrive. Use PowerPoint or Adobe/PDF format. To minimize transition times, we will not be allowing presenters to connect their own computer to the projector. If you must use your own device due to special requirements - please request approval at least one week before the conference.

At the conference, please test your slides prior to the start of your session. You can perform this testing using facilities in the provided green room. Audio embedded in the slides will be supported through the provided computer.

## Poster Presentations

Rectangular boards will be provided, with the full space available for your poster. The usable area for a single presenter is 79 inches (200cm) tall and 57 inches (145cm) wide. The poster is not required to fill this entire space, but we recommend large posters to ensure visibility by your audience. Push pins or other attachment methods will be provided. Each poster will be assigned a number, called the Board Number, which will indicate where to post your poster.

Each poster will be assigned a number, called the Board Number, which will indicate where to post your poster. Note that every poster should have at least one presenter standing next to the poster during the specified time.

