SCS
Swiss Chemical
Society

Instruction for Presenters

Oral Presenters

For each session, there will be two staff persons who will assist you and the Session Chair. All staff persons are wearing yellow T-shirts and should therefore be very easy to locate.

All lecture halls are equipped with a laptop (Windows OS) and a projector ("beamer"), as well as an traditional overhead projector. A laser pointer will be available.

We strongly discourage the use private laptops for the presentation as switching from one device to another is time consuming and may disrupt the schedule. The staff will arrange that all presentations are on the laptop in the appropriate order. Apple Macintosh and Linux/UNIX users should make sure their presentation has the correct format when running on a Windows PC.

▶ *Make sure that you hand over your presentation file to the session staff prior to the session! All presentation files will be deleted immediately after the session.*

Please check the program of your session and make sure that you include enough time for your (brief) introduction by the Session Chair and for the discussion (questions and answers). The Session Chairs or the members of the Organizing Committee may contact you to give more detail before the meeting.

Your presentation will be visited by the Award Jury. Please consult the corresponding web page to see the names and affiliation of the Jury members.

Short Poster Presenters

In some of the sessions a few of the participants will briefly present their posters (see program for details). The short poster presenters should follow the same recommendations as the oral presenters (see above).

Poster Presenters

For each poster session, there will be a staff person who will assist you. All staff persons are wearing yellow T-shirts and should therefore be very easy to locate.

The poster panels will be numbered according to the numbering scheme of the abstracts published in the conference issue of CHIMIA (Volume 7/8) or on the web.

▶ *The maximum size for posters is A0 oversized or 900 x 1245 mm. Portrait format (vertical) is a must!*

Your poster will be visited by the Poster Award Jury. Please consult the corresponding web page to see the names and affiliation of the Jury members.