ISLC 2016
Instruction for Session Presiders

All presiders are required to register for participation in ISLC 2016.
Please pick up a Conference Kit at REGISTRATION DESK on the first day of your attendance.
All presiders are required to be seated on the "Next presider" seat 15 min. before their session start.

Session Room
Room "Zuiten"

Presentation time

	Presentation	Discussion	TOTAL
Plenary	45 min.	-	*45 min.*
Anniversary Workshop	30 min.	-	*30 min.*
Technical Workshop	15 min.	-	*15min.*
Invited Papers	25 min.	5 min.	*30 min.*
Oral Presentations	12 min.	3 min.	*15 min.*
Post-Deadline Papers	10 min.	2 min.	*12 min.*

Caution (Bell)

<Invited Papers>

After a lapse of···	Caution	
20 min.	Once	Warning
25 min.	Twice	End of Speech
30 min.	3 times	End of Discussion

<Oral Presentations>

10 min.	Once	Warning
12 min.	Twice	End of Speech
15 min.	3 times	End of Discussion

<Plenary, Anniversary Workshop and Workshop>

5 min. before the end of speech	Once
End of speech	Twice

Equipment
Speakers will use their own laptop.
If speakers are unable to use their own laptop, speakers will use the PC in the each session room for presentation.

Presentation
Speakers will bring their own laptop to the operator desk located inside the session room during a break before your session starts.
Speakers would be seated in the next speakers' seat placed in front of the podium.

We would like to appreciate your kind cooperation to run the program smoothly.