

Guidelines for Poster Session Presenters

Poster Sessions will take place at the Room2 on the 2nd floor of Kanazawa Chamber of Commerce and Industry.

Each Presenter should print your poster paper or relational materials on your own.

A) Schedule

- The poster space will be open for mounting of posters at 9:00 am on October 6, 7. According to your poster session, please follow the mounting schedule as below.

Poster session 1: The poster papers must be mounted by 9:40 on October 6

Poster session 2: The poster papers must be mounted by 9:40 on October 7

- Poster presenters are required to be in the poster session and to present the posters to the attendee in the following time.

Poster session 1: 10:00 - 10:30 and 14:50 - 15:20 on October 6

Poster session 2: 10:00 - 10:30 and 14:50 - 15:20 on October 7

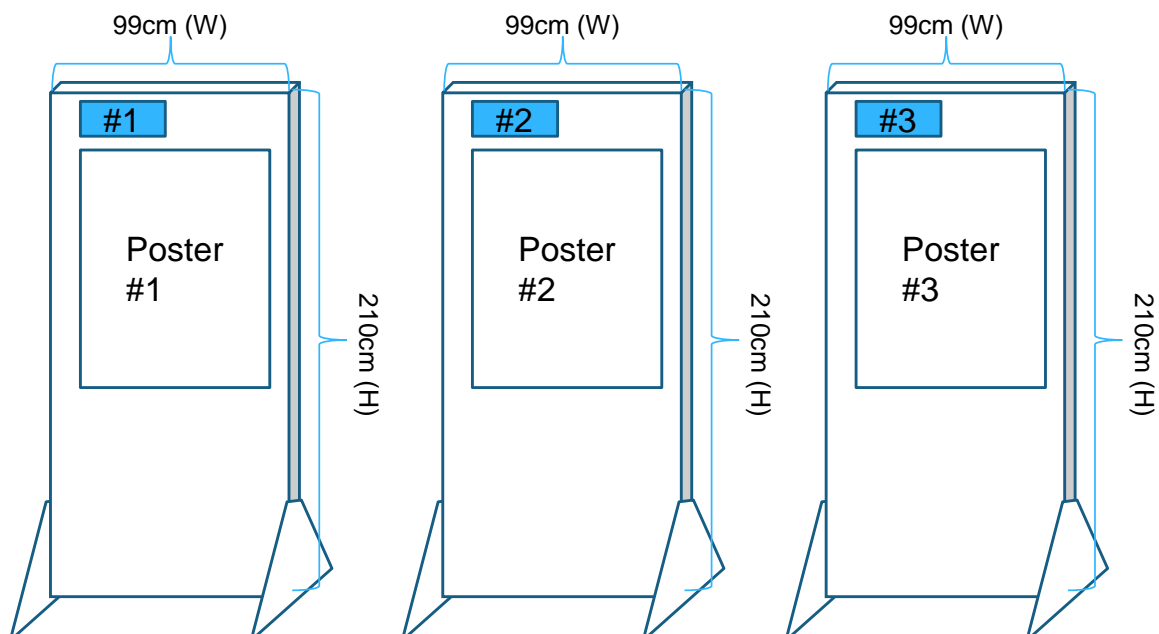
Poster chairs surely check the attendances of poster presenters according to the publication policy. Please make sure our staffs ask you to sign your name during poster presenting time above.

Note that, if you do not sign, your paper will not be published in IEEE Xplore nor IEICE I-Scover.

- After the poster session, poster papers would remain mounted and available for viewing until the end of the daily session schedule, i.e. 17:00 on 10/6 and 17:35 on 10/7. The poster presenters must remove their posters after these times. The posters which still stay on poster boards over 15 minutes after the session schedule will be removed and discarded by our staff.

B) Facilities

- A 99cm (W) x 210cm (H) poster board, as illustrated below, will be assigned to each presenter.
- No multimedia facilities will be provided for poster session display without special reasons and our permission.



C) Poster format

- A space of each poster is 99cm (W) and 210cm (H), and each poster presenter can freely use this space. For example, the presenters can mount one A0 size (84cm x 119cm) poster or A3 (29.7cm x 42cm) size slides.
- Avoid complex diagrams with small labels – diagrams directly copied from your paper are probably not suitable and will have to be adapted.

D) Mounting

- Each poster board will be numbered. Each presenter should mount your poster paper to the board number corresponding to the number assigned to your poster paper in the Advance Program.
- The poster presenters are required to prepare, carry, and mount their posters by themselves.
- Scotch tape (which will be provided by our staffs) should be used to mount the poster on the board. Push pins or other tacks are not allowed. Presenters may request scotch tape our staff in the room 2 or at the registration desk.

E) Others

- Please present your poster paper in person at the designed time.
- If you have any questions about the poster session, you can contact each Poster Chair or our staff in the Room2.