

Instructions for oral presenters at IVCNZ2017

The time allocated for oral presentations is 20 minutes, including time for questions. In the case of keynote presentations, the time is 30 minutes, including questions. Session chairpersons will be requested to keep speakers to time.

Please have your presentation slides on a flash drive and bring that to the podium computer well before the start of the session you are speaking in. Load your Powerpoint or PDF onto the directory on the desktop for your session. It will not be possible for you to connect your own laptop. See the Programme page of the conference website for the time and session details. An AV technician will be available to assist.

Technical details: Panasonic PT-RW930 projector, 16:10 aspect ratio, Windows 10, Powerpoint2016.

Instructions for poster presenters at IVCNZ2017

There are three poster sessions, one on each day of the conference. See the Programme page of the conference website for the day scheduled for your poster. Posters should be in place before the oral session preceding the programmed time for the posters on the day. One author must be stationed in front of the poster during the scheduled poster session.

A “barking” session will be held at the end of the oral session preceding your poster session. A single PowerPoint slide should be prepared (and converted to PDF) to represent the poster for the barking session. A single speaker per poster will have one minute to introduce the topic for their poster.

Please have your slide PDF on a memory stick and copy it on to the laptop marked “Poster Slides” before the start of the oral session preceding your poster session. An AV technician will be available to assist.

The preferred size and orientation for posters is **A0 Portrait**. If necessary, they may be A1 Landscape. The boards the posters will be mounted on are 841 mm wide. A selection of pins and Velcro dots will be available for mounting the posters.