

## Instructions for Oral Presenters

We are grateful that you've considered PIMRC'13 to present your research work.

As a Speaker, you have the responsibility of being clear, concise, and capturing the interest of the attendees. The quality of your presentation directly affects the interest your audience will have in your material and the overall satisfaction the attendees will have of the conference.

If you are not an experienced presenter, we suggest you practice your presentation with a small group of experienced colleagues who will provide feedback to assist you.

We would like to call your attention to the following:

- Be at the room of your session 15 minutes before it begins, so that you can meet your Session Chairs and the other Speakers in advance.
- Make sure that your CV has been uploaded to your personal area in EDAS before Friday 30 August, so that the Session Chair will have it by the beginning of the session.
- It is most important to be within the strict time constraints in order to allow the presentations to fit within the allotted time periods. Each paper has a time slot of 20 minutes: 17 of which are for the presentation, and the remaining 3 are for questions and discussion. The Session Chair will rigorously enforce these time limits.
- Video projectors and laptop computers will be available in all conference rooms. Other equipment, if available, will be provided at your expense if you request it. Check availability with the conference secretariat.
- Speakers must upload their presentation to the laptop computer in the session room 15 minutes before the session starts. We recommend that you bring both a PowerPoint and PDF file of your presentation to ensure that there are no problems. Speakers are requested to test the functionality of the presentation before the beginning of the session.
- Speakers are not allowed to bring their own laptop computer, avoiding useless time breaks in between papers.
- There will be student volunteers in the room to ensure that facilities are functioning properly and to give you any assistance you may require during the session.