

# Notes to Speakers

1. If you use a computer for your presentation, check the connection between your computer and the LCD projector in your session room before your session begins. Please note that we cannot extend nor reorder your presentation even if your computer does not work.
2. Greet/meet the session chair before the session begins. Please arrive early enough to find out the chair and to tell him your name, the title of your paper, and which you use between a computer and an OHP projector.
3. The presentation time is 20 minutes. This period includes speaker transition, the setting of your computer, and question-and-answers. So, each speaker should finish his/her talk within 15 or 16 minutes to have a time for question-and-answers.
4. You may begin the preparation of your computer during the question-and-answer period of the previous speaker if it does not disturb the question-and-answers.

**Thank you for your cooperation!**