IAM2017S Presentation Guidelines

Thanks for your participation and contributing to IAM2017S. The following guidelines will help you design and prepare an exciting presentation.

1. Please check the conference program on the web to see which day and time you are presenting.
2. Please arrive at the assigned room location 10 minutes before the session begins and report to the session chair.
3. All session rooms will be equipped with digital projectors and laptop computer (Microsoft Windows operating system with MS PowerPoint & Adobe Acrobat Reader).
4. You may bring your own laptop computer or USB flash memory containing the presentation file (MS PowerPoint format, **written in English**). Files must be uploaded to the laptop computer in the session rooms during the breaks between the sessions. Also we strongly suggest you bring a copy of your presentation in PDF format, as a backup.
5. The presentation slots are as follows.
    (1) **Oral presentation:** The duration of a presentation slot is approximately 15 minutes, approximately 12 minutes for the presentation itself and 3 minutes for discussion.
    (2) **Virtual presentation:** The duration of a presentation slot is approximately 10 minutes. Relevant specifications for virtual presentation please refer to http://iam2017s.conf-online.org/TypeofPresentations.php. Please let us receive your presentation file before June 12, 2017.
6. **Certificate**
    The certificate of attendance will be presented by session chair after finishing the presentation in the meeting room.
7. **Best Paper Award**
    About five to ten percent (5-10%) accepted papers will be select as Best Papers. The Best Paper Award will be presented at the end of each session in the meeting room. But the premise is that the session has the best paper award.
8. **Voucher**
    After finishing the presentation, the attendee/presenter will get a US$100 voucher on site. The voucher can be redeemed for US$100 cash, in one of our next two events at the conference on-site registration desk.