

For All Presenters: Disclosure of Conflict of Interest (COI)

1. No relationship to disclose

A slide with following statement must be displayed after the title slide.

COI Disclosure: Japanese Society for Bacteriology
I have no relationship to disclose related to the presentation.

2. Relationships requiring disclosure exist

A slide with following statement must be displayed after the title slide.

COI Disclosure: Japanese Society for Bacteriology
First author: ○○○○
Principal Investigator: ○○○○
I have following relationship to disclose in accordance with the rule on COI
by Japanese Society for Bacteriology.
Funded research/ Collaborative research founding from XX

Information for presenters of Symposia and Workshops

1. Arrival

Please arrive at the “PC Preview Desk” at front in the left of the session room 20 minutes prior to your presentations with your own laptop computers. Please pick up your laptop computer after your presentation ends.

2. Presentation method

Presentations are restricted to computer presentation using your own laptops.
(Please read carefully “5. Technical Requirements for your Laptop Computer”.)

3. Presentation Time

Presenters are requested to finish their presentation within the given time.

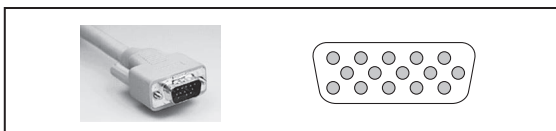
4. Audio output

Audio output is not available.

5. Technical Requirements for your Laptop Computer

Both Windows and Macintosh computers are available for presentation.

A D-sub 15 pin monitor connector is necessary to connect your laptop to the projector equipment provided in the presentation rooms. If your computer has a special-format monitor output terminal, bring a D-sub 15 pin conversion adaptor.



- Bring the AC adaptor for your computer.
- Deactivate password lock, screen-saver and power-saving mode in advance.
- Bring backup data of your presentation (CD-R or USB Flash Memory) in case of computer troubles.

Information for Poster Presenters

1. Excellent Presentation Award (Eligibility: students or those who earned their degrees within a year.)

This award will be given to the excellent presentations made by those who applied to this award when they submitted abstracts. The selection will be made during the meeting and the awardees will receive commemoratives. The award ceremony is scheduled to be held in the poster presentation room (8F, WINC AICHI) on Thursday, February 20 from 19:00.

2. Presentation Room

P1-001-P1-061 / P2-001-P2-061 : 705 7F, WINC AICHI

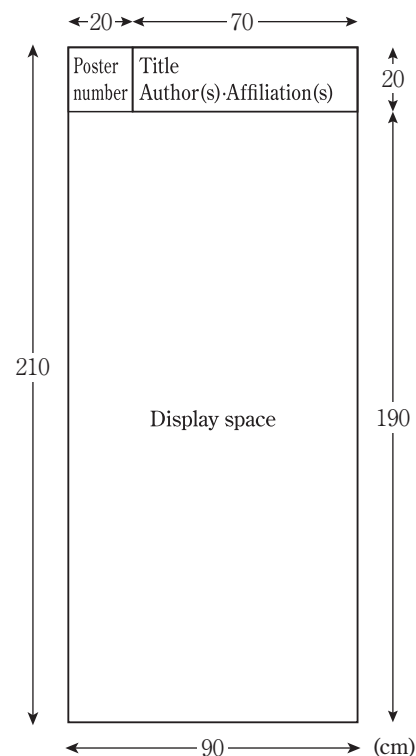
P1-062-P1-195 / P2-062-P2-196 : 801-805 8F, WINC AICHI

3. Presentation Method

Attach a yellow ribbon on your chest and stand in front of your poster panel during your presentation and discussion time. There will not be a chairperson proceeding the poster sessions. Both yellow ribbon and tacks will be prepared at each presentation panel.

4. Poster Presentation Guidelines

- Poster Panel Size: Width 90 cm × Height 210 cm
- Poster number is on the upper left of each panel prepared by the secretariat. Tacks will be prepared at each presentation panel by the meeting secretariat.
- Please indicate your presentation title, affiliation(s), author(s) on the right side of the poster number within the size of 70 cm wide × 20 cm high. Please put “o” before the name of presenter. The poster title should be written large enough to be read 5 m away. We recommend you to use the word size bigger than 36-point.
- The poster text should be written large enough to be read 3 m away. We recommend you use the word size bigger than 18-point.



5. Posting, presentation and removal

First half of Poster presentation (P1-001 to P1-195)

Preparing	February 19 (Wed), 8:30–10:00
Posting	February 19 (Wed), Until 19:30
Presentation/ Discussion	February 19 (Wed), Odd poster number: 18:00–18:45 (45 minutes) Even poster number: 18:45–19:30 (45 minutes)
Removal	February 19 (Wed), 19:30–19:45 (must be removed within this time limit)

Second half of Poster presentation (P2-001 to P2-196)

Preparing	February 20 (Thu), 8:30–10:00
Posting	February 20 (Thu), Until 19:00
Presentation/ Discussion	February 20 (Thu), Odd poster number: 17:30–18:15 (45 minutes) Even poster number: 18:15–19:00 (45 minutes)
Removal	February 20 (Thu), 19:20–19:30 (must be removed within this time limit)

- Please note that the all poster are removed and disposed by the secretariat after the removal time is over.