# **4th Photonics Workshop**

# Instruction of Abstract, Short Presentation and Poster Presentation

August 8, 2019 Photonics Division, JSAP

## [Style of Presentation]

- Short oral presentation (all poster presenters) (duration: within 3 minutes)
- Poster presentation

## [Preparation of Abstract and Slide file of short oral presentation]

Please preparer the following two files:

- ① Abstract (1-page summary): PDF or Microsoft Word
  - A4 size, 1 page (Please download the template from the web-site of Photonics Division, JSAP).
- ② Slide file for short oral presentation: PDF
  - Title, affiliation, and author names should be written in the first slide.
  - Number of slides are less than or equal to <u>5</u>.

#### [Submission the Abstract and deadline]

Upload the abstract file  $(\ensuremath{\underline{1}})$  and Slide file  $(\ensuremath{\underline{2}})$  (shown above) to the paper submission web site.

Due: Novemmber 8, 2019

#### [Style of Short Oral Presentation]

-Please make a presentation with projecting the slide. Following the program, each presenter takes the rostrum by a sequential order, and show the significance of your work. -Slide files are prepared in advance by staff.

-The next presenter should stand ready for taking turn smoothly.

-The program is uploaded in the end of November on the website of Photonics Workshop.

#### [Preparation of Poster]

-Bring your poster on the day of Photonics Workshop.

-After the reception, authors should set-up their posters during the coffee break.

-Poster board size: width 85 cm×height 120cm

#### [Best poster award]

For excellent posters, the best paper awards are presented to the authors.

## [Remarks]

Push-Pins are provided by the Photonics Division. If you have any questions, please ask the contact address below.

# [Contact]

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