

# 3<sup>rd</sup> Photonics Workshop

## Instruction of Abstract, Short Presentation and Poster Presentation

November 13, 2018

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 (free format).
- ② Slide file for short oral presentation: PDF or Power Point
  - Title, affiliation, and author names should be written in the first slide.
  - Number of slides are less than or equal to 5.

### **【Submission the Abstract and deadline】**

Send the abstract file ① (shown above) to the contact person by email (shown at the bottom).

Due: November, 15, 2018

### **【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※ should be saved in the laptop PC provided in the seminar room before the presentation.

(※Please bring your own USB memory chip which contains your presentation file.

You must check computer viruses inside the memory chip)

- 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 88 cm×height 117cm

### **【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】**

Prof. Hayase, Keio University, email: [hayase@appi.keio.ac.jp](mailto:hayase@appi.keio.ac.jp)