

Guide for oral presentations

- The total duration of each oral presentation will be either 10 or 15 minutes including the Q & A section for 2 minutes and the transmission to the next speaker for 1 minutes. Please adhere strictly to the allotted presentation length (1-bell at 7 minutes from the beginning, 2-bell at the 10 minutes, and 3-bell at 14 minutes for 15 minutes speakers; 1-bell 5 minutes, 2-bell 7 minutes, 3-bell 9 minutes for 10 minutes speakers).
- The presenter should enter the zoom room 15 minutes before the start of the presentation. Please note that each presentation starts on time as scheduled even if someone cancels their presentation. Please make sure that your full name and affiliation are displayed correctly in English when you enter the room (ex. Tomohiro.Usui_JAXA). The chair will instruct you (or LOC if necessary) to share your presentation material on the zoom screen, unmute your computer and start your presentation. Live oral presentation is strongly recommended, but you can send us a pre-recorded oral presentation material instead of the live oral presentation if you would not be available in your presentation period.
- After the presentation from the speaker, questions/comments can be accepted either by clicking the “Raise hand” button in the “participants” tab or by writing them in the “chat”. You can continue the discussion via slack (the channels of #session1 to #session7) even if the presentation time is over.