



Instructions for parallel speakers

There are 15 minutes set aside for your presentation including Q&A. Your presentation will be max. **10 minutes** followed by a 5 minutes discussion. Please take some time to carefully introduce the topic of your talk: the audience is a mixture of biologists and physicists who may not be fully aware of the latest developments in your particular field, be it from a biological or a physical point of view. In all rooms a laptop and (laser)pointer will be available, you cannot bring your own laptop to present.

On the day of your talk you have to **upload the presentation in the preview room** at least one hour before the start of your parallel session. Please be present in the room of your talk well before the session starts.

The large number of parallel sessions makes it essential that speakers and session chairs cooperate to keep the session timing accurate and synchronised. The responsibility for a smooth, technically trouble-free presentation ultimately rests with the presenter.

Notes to speakers

1. Please arrive 10 minutes prior to the start of the session and introduce yourself to the chair.
2. Each presentation room is equipped with a projector, screen, laptop, microphone and pointer. The aspect ratio is 16:9. Speakers planning to use the projector must upload their presentation in the preview room at least 1 hour prior to the parallel session.
3. Please take some time to carefully introduce the topic of your talk. The audience consists of a mixture of biologist and physicists, who may not be fully aware of the latest developments in your particular field, be it from a biological or physical point of view.
4. Use the microphone properly.
5. Be prepared to stop when signalled by the session chair to do so.
6. Return the presentation audio-visuals to the technical assistance present in the room at the end of your session.