



Université de Montréal, Montréal, QC, Canada

THIRD INTERNATIONAL SYMPOSIUM ON C-H ACTIVATION

May 30 – June 2, 2016

BELOW WE HAVE PUT TOGETHER SOME INSTRUCTION AND TIPS FOR **ISCHA3 PRESENTERS**. WE ENCOURAGE YOU TO READ THEM CAREFULLY TO ENSURE YOU WILL BE WELL-PREPARED.

THE TECHNICAL SESSIONS WILL BE HELD IN ROOM **B-2285, 2ND FLOOR, JEAN BRILLANT BUILDING, UNIVERSITÉ DE MONTRÉAL**. [SEE ONLINE MAP](#) FOR DIRECTIONS.

Poster Session Guidelines

All poster session will be located in the corridor adjacent to room **B-2285** (two sections on the left and right side of the auditorium).

All poster materials must be confined to a **4-foot high by 7-foot wide display board** (landscape mode). Each presenter has one entire side of a poster board to use.

Presenters should set up their poster as soon as they arrive on the day of the session but no later than 30 minutes before the start of the session. Poster numbers (in numerical order) will be supplied by ISCHA3 and placed in the upper corner of each poster board. Consult your most recent scheduling notice for your final abstract ID:

P01 to P35 will be on Monday, May 30 from 6:15 pm to 7:15 pm.

P36 to P71 will be on Tuesday, May 31 from 1:30 pm to 2:30 pm.

Pushpins will be available at the poster sessions. All posters must remain up until the session ends and then be removed within one hour. ISCHA3 cannot assume responsibility for materials beyond this time.

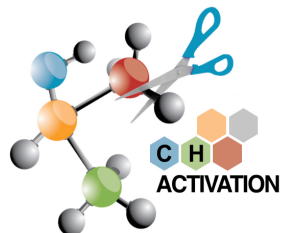
English is the official language of the conference.

Oral Session Equipment and Guidelines

The meeting room (**B-2285**) for the technical oral sessions will be equipped with the following:

- ✓ **LCD projector** (*optimal resolution of 1280 x 720 for PC and 1280x 800 for mac*)
- ✓ **Screen**
- ✓ **PC Laptop** (*Windows 7, MS Office 2010*) and **mac laptop** (*OS 10.10.5, MS Office 2011 + 2016*) with **VGA and HDMI plugs**
- ✓ **Podium microphone, lavalier microphone, or micro-headset**
- ✓ **Laser pointer and slide changer**

Speakers are free to use their own laptop for their presentation, but must ensure compatibility with the LCD projector prior to the start of their session. Any mac adapters should be provided by the presenter, as ISCHA3 has a limited number available. If specialty equipment is required, please contact the ISCHA3 organizing committee before **May 27, 2016**.



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Presenters should report to the auditorium room (**B-2285**) at least 10 minutes before the start of their session to meet the session chair and to have their presentation uploaded and ready to play.

Invited Lecture speakers (IL) have a 45-minute slot for their presentation, which includes 1-2 minutes for introduction and 5 minutes for questions from the audience.

Short Oral speakers (OR) have a 20-minute slot for their presentation, which includes 2-3 minutes for questions from the audience.

PLEASE TRY TO COMPLY WITH THE TIME CONSTRAINTS.

The conference room will be laid out in a classroom style (capacity of 500). Please ensure that your slides will be legible to all of the audience, some of whom may be 20 meters (65') away.

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