Presentation Instructions

All technical sessions will follow the same time schedule, with each paper receiving the same amount of time for their presentation. The program is designed for each paper to begin and end at the same time regardless of the session. Each paper has 15 minutes for their presentation and 2 minutes for questions for a total of 17 minutes per paper.

Since each paper has 2 authors it is suggested that they share this time equally. Either each author gets a separate 7+ minute talk or they both talk using a "tag team" approach. Tag team presentations are very hard to do correctly, thus we suggest you split the time equally and each talk for 7+ minutes.

There are only a few requirements for the presentation:

Every presentation must begin with an introduction slide that includes the name of the paper and the names of the authors,
Every presentation must end with a conclusion slide that summarizes the main points of the talk,
The number of slides is whatever is required to convey the main points of the talk,
The slides should not just contain text, there should be a few slides that include a figure, table or other non-text form of presenting the material,
Make sure you can read the text when it is presented onto the overhead screen. Check font size and color combinations. You can use the instructor computer in room G34 or B02 Benedum to test your presentation.

Schedule for Presentations

Authors will be introduced by the session-chair and they will begin their talk at the scheduled start time. 13 minutes after the start of the presentation, the chair will stand up and walk to the front of the room. This is the sign to the authors they have two minutes to summarize their paper. At the end of the 15 minutes the session chair will announce "That is all the time we have for this presentation, are there any questions". At this point the authors' have 2 minutes to answer questions. During the question period the author for the next paper will come to the front of the room and get prepared for their presentation.

9:00am - 10:45am: Session A

There is a total of 105 minutes and there are 6 papers in each session. Each paper has 15 minutes for their presentation and 2 minutes for questions for a total of 17 minutes per paper.

9:00 - 9:03	Introduction and Paper 1 setup
9:03 - 9:18	Paper 1 presentation
9:18 - 9:20	Paper 1 questions and Paper 2 setup
9:20 - 9:35	Paper 2 presentation
9:35 - 9:37	Paper 2 questions and Paper 3 setup
9:37 - 9:52	Paper 3 presentation
9:52 - 9:54	Paper 3 questions and Paper 4 setup
9:54 - 10:09	Paper 4 presentation
10:09 - 10:11	Paper 4 questions and Paper 5 setup
10:11 - 10:26	Paper 5 presentation
10:26 - 10:28	Paper 5 questions and Paper 6 setup
10:28 - 10:43	Paper 6 presentation
10:43 - 10:45	Paper 6 questions

10:45am – 11:00am: Break

This time period is a break to allow you time to move around, get something to drink, etc. You are free to change rooms and attend any session.

11:00am – 12:45pm: Session B

There is a total of 105 minutes and there are 6 or 7 papers in each session. Each paper has 17 minutes for their presentation. Some groups will get done before others. This is so we do not all hit the food lines at the same time.

11:00 - 11:03	Introduction and Paper 1 setup
11:03 - 11:18	Paper 1 presentation
11:18 - 11:20	Paper 1 questions and Paper 2 setup
11:20 - 11:35	Paper 2 presentation
11:35 - 11:37	Paper 2 questions and Paper 3 setup
11:37 - 11:52	Paper 3 presentation
11:52 - 11:54	Paper 3 questions and Paper 4 setup
11:54 - 12:09	Paper 4 presentation
12:09 - 12:11	Paper 4 questions and Paper 5 setup
12:11 - 12:26	Paper 5 presentation
12:26 - 12:28	Paper 5 questions and Paper 6 setup
12:28 - 12:43	Paper 6 presentation
12:43 - 12:45	Paper 6 questions and Paper 7 setup
12:45 - 1:00	Paper 7 presentation
1:00 - 1:02	Paper 7 questions

12:45pm – 1:30pm: Lunch

During this time we will have lunch. The location for the lunch will be based on the weather. If it is "nice" outside we will have lunch outside the Ground floor entrance and on the Plaza level of Benedum Hall. If the weather is bad we will do lunch on the Ground floor outside the library. Since the groups will be ending at different times, do not wait for everyone to start eating. Refrain from seconds until all the groups get one serving.

1:30pm – 2:15 pm: Awards Presentation

Presentations will be made in the Engineering Auditorium room Benedum 157. All the papers that were selected as the best paper for each session must be present in the room. Each session best paper will be recognized and the overall best papers will be presented at the awards presentation. Everyone else is welcome to either attend the presentation in room 157 or in one of the broadcast rooms in room 102 on the plaza level and/or all the rooms on the ground floor.

2:15pm – 4:00pm: Session C

There is a total of 105 minutes and there are 6 or 7 papers in each session. Each paper has 17 minutes for their presentation. Since some sessions will end before others, please refrain from making noise in the hall until all the sessions are done.

2:15 – 2:18	Introduction and Paper 1 setup
2:18 – 2:33	Paper 1 presentation
2:33 - 2:35	Paper 1 questions and Paper 2 setup
2:35 - 2:50	Paper 2 presentation
2:50 - 2:52	Paper 2 questions and Paper 3 setup
2:52 - 3:07	Paper 3 presentation
3:07 – 3:09	Paper 3 questions and Paper 4 setup
3:09 – 3:24	Paper 4 presentation
3:24 - 3:26	Paper 4 questions and Paper 5 setup
3:26 - 3:41	Paper 5 presentation
3:41 - 3:43	Paper 5 questions and Paper 6 setup
3:43 - 3:58	Paper 6 presentation
3:58 – 4:00	Paper 6 questions and Paper 7 setup
4:00 – 4:15	Paper 7 presentation
4:15 - 4:17	Paper 7 questions