



5th Study Conference on BALTEX

Instructions for Authors

The Conference Organizers are looking forward to your participation and we ask you to consider and follow the instructions for oral and poster presentations given below.

Oral presentations

Oral presentations should be limited to 15 minutes giving 5 minutes time for discussion. Solicited presentations shall be 20 minutes long with an extra discussion time of 10 minutes. A Windows-based PC will be installed in the Conference room, which will have to be used by all speakers for presenting Powerpoint file-based or PDF presentations. Users of MAC or other computers need to assure that their ppt files work properly on a Windows-based PC.

All presentation files need to be transferred to the Conference PC prior to presentation. Speakers are urgently asked to provide a virus-checked copy of the presentation file to the Conference Secretariat upon arrival at the Conference, but at the latest 30 minutes before the individual session starts, where the presentation is scheduled to be given. USB stick or CD may be used, the Conference Secretariat will have a limited number of sticks and CDs available for transfer between computers. In case of any further presentation means planned to be used, speakers should contact the organizer immediately using baltex@gkss.de.

Posters

Poster authors are advised to limit their poster to A0 format which is 120 cm height and 84 cm width. The overall poster stand dimensions are 2,5 meter (height) and 1 meter (width). Mounting material for posters will be provided at the Conference Secretariat.

Posters at Poster Discussion I on Tuesday afternoon, 5 June, may be up during Sunday (3 June) afternoon (start of registration) until Tuesday evening.

Posters at Poster Discussion II on Thursday afternoon, 7 June, may be up during Wednesday (6 June) morning until the end of the Conference.

Poster authors need to be at their poster during the poster discussion session. Poster authors are requested to place and remove their posters in due time according to the above schedule.