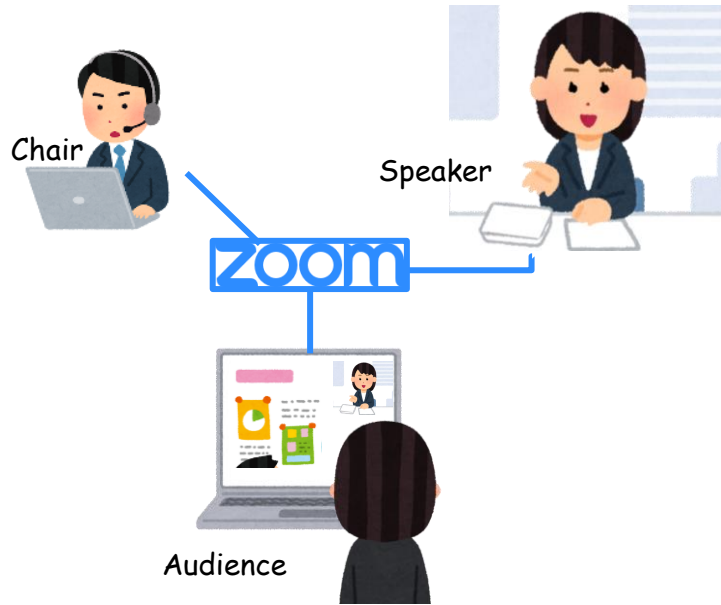




Oral Presenter Guidelines

Preparing your oral presentation

The virtual meeting will operate on **Zoom**.



Presentation procedure

Brief introduction by chairperson



Oral presentation by speaker



Q & A time

- Oral presenting duration: **20 minutes** including Q & A time
- Share your screen **5 mins before** your scheduled presentation time (Multiple participants can share screens simultaneously.)
- Generally the presentation slides are shared by speakers. However, to avoid problems due to poor Internet connection, please **upload your slides in advance**.

- Allowed file type: **PDF**
- Filename: **O[session number]_[Last name].pdf**
ex. O8_Omura.pdf

✓ Check your session number:

http://pcwave.rish.kyoto-u.ac.jp/versim/data/VERSIM_Program_oral.pdf



Go to Page 6 to see how to upload your slides!



Poster Presenter Guidelines

Online Poster

Participants can check posters on the VERSIM 2020 participants' site **from 11/13 to 11/20**.

The poster files cannot be downloaded on the participants' site.

Recommended: Check Posters **before** the elevator speech and ask your question during that time!

Discuss with speakers:

- Free discussion is available in the [Poster Discussion session](#)
- Audiences may leave their questions or comments via email to the speaker.



Poster presenters must prepare 2 kinds of slides!

Elevator Speech

A short presentation to introduce and advertise your poster and your work!

Time: (JST) Nov. 17 21:00-24:00 & Nov. 18 09:00-12:00

(UT) Nov. 17 12:00-15:00 & Nov. 18 00:00-03:00

Duration: **2 min speech** + 3 min Q&A

Slides are collected in advance and will be shared via zoom by session chairs.

For poster speaker: Upload your speech file in advance.

Prepare **2** files



Online Poster

- Allowed file type: **PDF**
- Slide size: **Widescreen 16:9** (highly recommended) or 4:3
- Maximum: **10** slides
- Make sure that your figures on the slides are clear enough to be seen on screen
- Filename: **P[session number]_[Last name].pdf**
- ex. P2A_Hsieh.pdf

Elevator Speech

- Allowed file type: **PDF**
- Slide size: **Widescreen 16:9** (highly recommended) or 4:3
- Maximum: **3** slides
- Filename: **ES_P[session number]_[Last name].pdf**
- ex. ES_P2A_Hsieh.pdf

✓ Check your session number:

http://pcwave.rish.kyoto-u.ac.jp/versim/data/VERSIM_Program_poster.pdf

Go to the next page to check how to upload your slides!



There are two ways to upload your files:

① Google Form (Recommended)

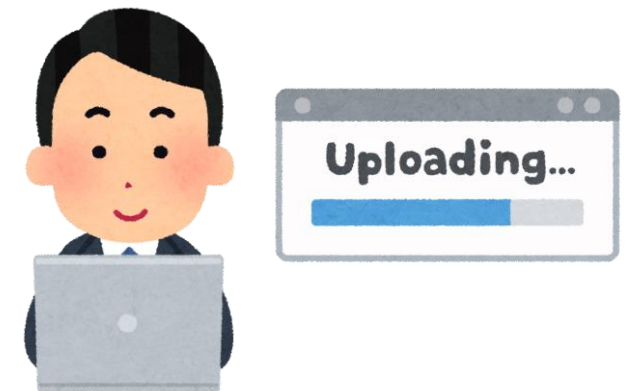
<https://forms.gle/C78kDf7YnfHtVG59A>

② Kyoto Univ. Server

<http://space.rish.kyoto-u.ac.jp/versim2020-upload/>

Important!

Deadline for uploading your slides: **2020.11.06**



① Google Form (Recommended)

<https://forms.gle/C78kDf7YnfHtVG59A>

VERSIM
VLF/ELF Remote Sensing of
Ionospheres & Magnetospheres
Virtual Meeting
16-20 Nov. 2020

**VERSIM 2020: Presentation Data
Uploading**

The name and photo associated with your Google account will be recorded when you upload files and submit this form. Not hsieh.yikai.6a@kyoto-u.ac.jp? [Switch account](#)

* Required

Email address *

Your email

Your Name *

Your answer

Presentation Type

Oral

Poster

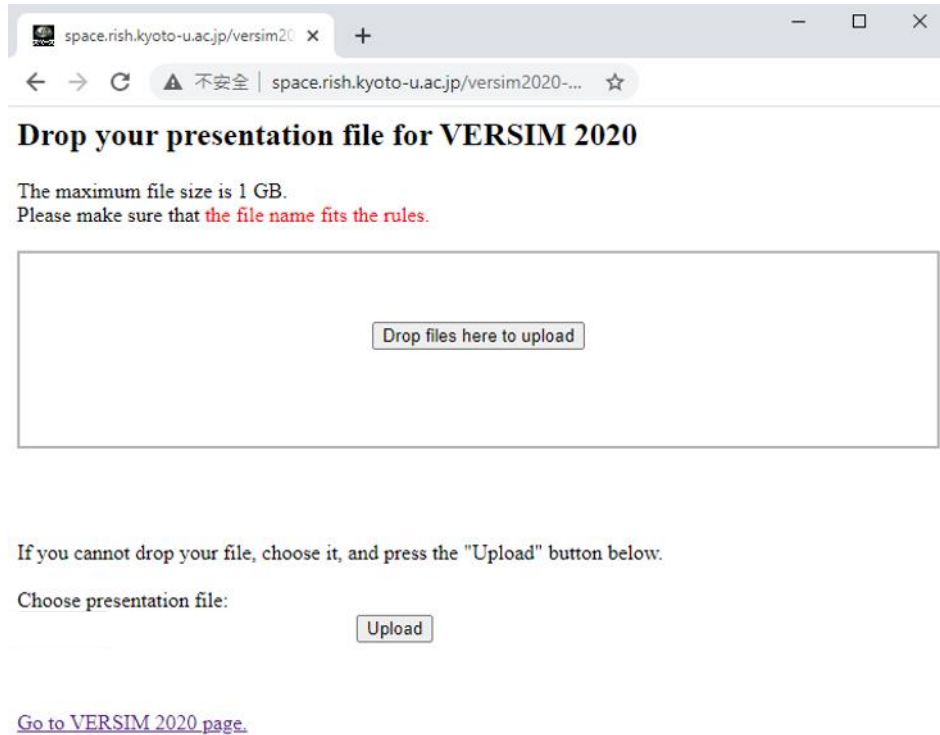
- Notice that you must have a **Google account** for uploading files through Google Drive

Maximum file size	1 GB
Maximum number of files	5
Allowed file types	PDF

For poster presenters: Please upload both **poster file** and **elevator speech file** together in the same Google form

② Kyoto Univ. Server

<http://space.rish.kyoto-u.ac.jp/versim2020-upload/>



The screenshot shows a web browser window with the URL <http://space.rish.kyoto-u.ac.jp/versim2020-upload/>. The page title is "Drop your presentation file for VERSIM 2020". Below the title, it states "The maximum file size is 1 GB. Please make sure that the file name fits the rules." There is a large rectangular area with a "Drop files here to upload" button. Below this area, it says "If you cannot drop your file, choose it, and press the 'Upload' button below." There is a "Choose presentation file:" label and an "Upload" button. At the bottom, there is a link "Go to VERSIM 2020 page."

- Upload your file to the RISH server only if you have difficulty to access the Google form

maximum file size	1 GB
Allowed file types	PDF

After you uploaded your files, send an email to versim2020@rish.kyoto-u.ac.jp telling us the following information:

- Subject: [VERSIM2020] Uploaded data information (Your Last Name)
- File name:
- Presentation type: Oral or Poster

Example

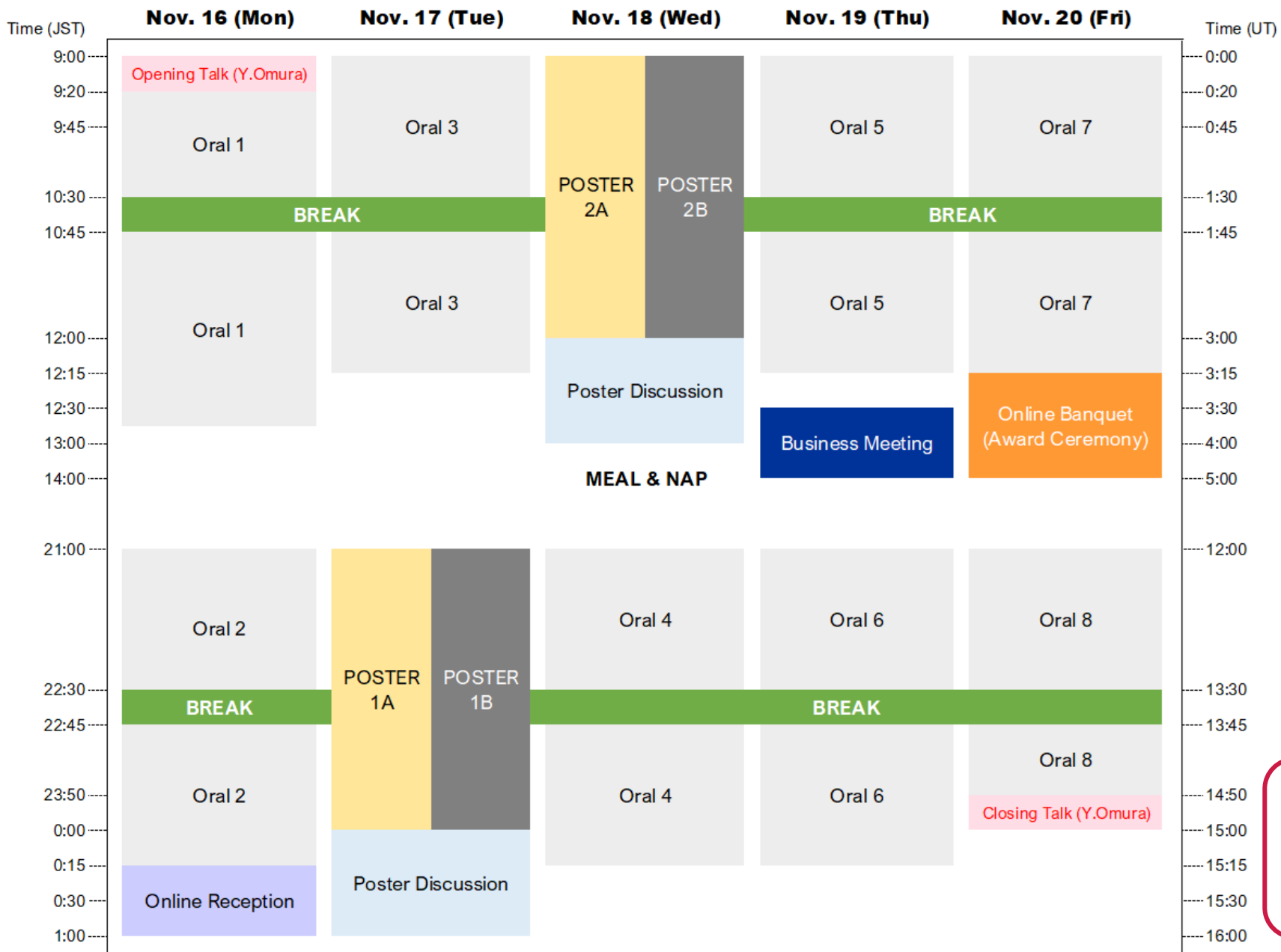
To: versim2020@rish.kyoto-u.ac.jp

Subject: [VERSIM2020] Uploaded data information (Hsieh)

File name: P2A_Hsieh.pdf
ES_P2A_Hsieh.pdf

Presentation type: Poster

Time table



If you have any question or request, please contact **VERSIM 2020 Organizing Committee:**
versim2020@rish.kyoto-u.ac.jp