# **GENERAL INFORMATION**

### DATE

June 4<sup>th</sup> (Wed)-6<sup>th</sup> (Fri), 2014

# VENUE

The Kanazawa Theatre (金沢歌劇座) 6-27 Shimohondamachi, Kanazawa Ishikawa 920-0993, Japan TEL 076-220-2501 FAX 076-222-9000 URL: http://www.kagekiza.gr.jp

# LANGUAGE

The primary language used in this meeting is English. However, to encourage active participation of young students, a part of presentations will be delivered in Japanese as well.

#### **REGISTRATION AND BADGE/BOOK PICKUP**

Conference registration and badge/book pickup will be in front of the conference room.

June 4th (Wed), 13:00-18:00 June 5th (Thu), 9:00-18:00 June 6th (Fri), 9:00-17:00

# **PARTICIPATION FEE**

Salaried: 7,000 yen Non-salaried: 5,000 yen Undergraduate Student: 1,000 yen

# **RECEPTION FEE**

Salaried: 6,000 yen Non-salaried: 4,000 yen Undergraduate Student: 2,000 yen

# BADGES

Badges are required for admission to all session, the reception, and the posters. If you lose your badge, a replacement may be requested at the Registration. Badges may not be used by anyone other than the registered attendee.

# RECEPTION

A dinner party reception will be held from 19:00 on June 5th (Thu) in the Ball Room (2F) at Kanazawa Excel Hotel Tokyu (2-1-1 Korinbo, Kanazawa, Ishikawa 920-0961; TEL 076-231-2411)

# **GENERAL MEETING**

General Meeting will be held in Japanese from 10:40 on June 6th (Fri) at the conference room.

# PARKING

The Kanazawa Theatre provides a toll parking lot.

### SMOKING

Smoking is prohibited in the Kanazawa Theatre.

#### ORAL PRESENTATION Preparation

We DO NOT accept your own laptop PC for presentation. The PC in the session room will be a Mac OSX (Marvericks) based Macintosh with Microsoft PowerPoint 2011 and Keynote 6.2, and a Windows7 based Windows PC with Microsoft PowerPoint 2013. Speakers should bring a USB flash memory containing the presentation file. Be sure to bring a backup copy of your presentation with you to the meeting. Please copy and check your presentation at the conference room well before the session of your presentation. The presentation slides should be prepared in English.

#### **Time schedule**

Total time for an oral presentation is 16 minutes including 4 minutes of discussion. The Time keeper will ring a bell once at 10 minutes, twice at 12 minutes and three times at 16 minutes.

### For PowerPoint video users

If you have video images in your PowerPoint presentation, please copy your video clips into the same folder as the PowerPoint file, and provide us the FOLDER (contains both PowerPoint file and video file).

# **POSTER PRESENTATION**

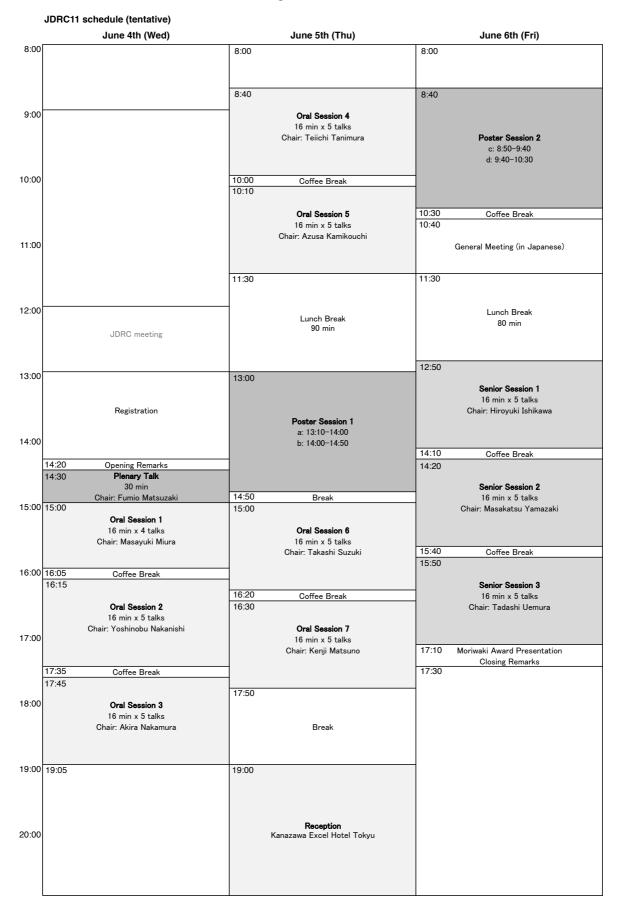
The size of a poster panel is 105 cm (width) x 210 cm (height). A 20 cm x 20 cm space in the upper left corner should be left blank for numbering the panel. Posters will be displayed from 13:00 June 5th (Thu) to 10:30 June 6th (Fri). The posters should be prepared in English.

# Poster Posting

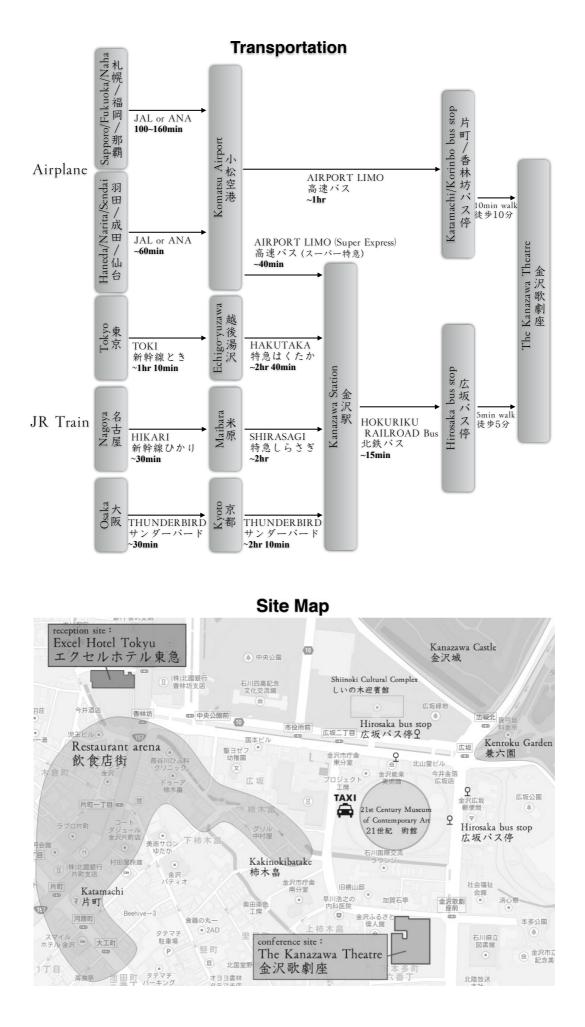
June 5th (Thu), 8:00-13:00 Poster Session1 June 5th (Thu), 13:00-14:50 Presentation time a: 13:10-14:00 b: 14:00-14:50 Poster Session2 June 6th (Fri), 8:40-10:30 Presentation time c: 8:50-9:40 d: 9:40-10:30 Poster Removal June 6th (Fri), 10:30–18:00

# Information

#### Program at a Glance



# Information



# Information

**Floor Map** 

