

Presentation Guidelines

1. COI (Conflict of Interest) Declaration

All the presenters are requested to disclose any Conflict of Interest (COI) relevant to the presentation. Please refer to the COI guidelines issued by PSJ (<http://physiology.jp/society/download/>) for the details.

2. Oral Presentation Guidelines

1) Language

Session	Presentation	Q&A
Plenary Lectures	English	English
Hagiwara Memorial Lecture / S. Tahara Memorial Lecture	English	English
Special Lectures	English*	English*
Educational Program	Japanese	Japanese
Symposia	English*	English*
Physiological Reports Award Session	English	English
Oral	English	English / Japanese

* Some of the sessions will be conducted in Japanese. Please refer to the time tables.

2) Time

Session	Presentation	Q&A
Plenary Lectures	60 min.	0 min.
Hagiwara Memorial Lecture / S. Tahara Memorial Lecture	50 min.	10 min.
Special Lectures	45 min.	5 min.
Educational Program	Allotted by organizers	
Symposia	Allotted by organizers	
Physiological Reports Award Session	8 min	4 min
Oral	8 min	3 min

3) Presentation Slides

- Prepare PowerPoint presentation slides.
- The recommended aspect ratio for presentation slides is 16:9; however, 4:3 slides are also acceptable.
- Videos or animations may be included in the presentation slides.
- Audio recordings are not permitted in the presentation slides.
- If you are a Windows user, make sure to use videos and animations that can be played with standard Windows Media Player.
- We cannot accept the presentation files if exclusive codes such as MPEG2, DivX, Canopus codecs or SONY DV codecs are used.

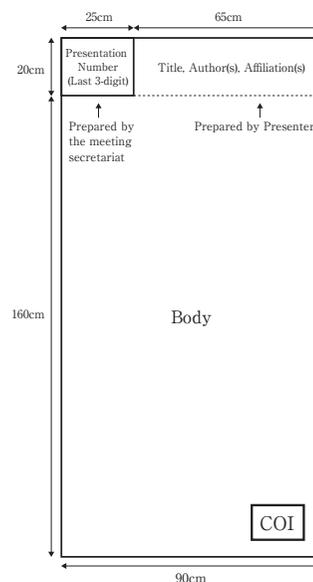
4) Presentation

- We only provide HDMI cables at the venue, so if you are using a computer that requires a specific connector, please be sure to bring it with you.
- Bring the AC adaptor for your computer.
- Please come to the operator's desk in the session room 10 minutes prior to your session.
- When it's your turn, please bring your computer to the podium and connect it to the HDMI cable.

3. Poster Presentation Guidelines

1) Poster Preparation

- Please prepare your poster according to the following panel size and figure.
- The usable area of the poster panel: Height 180cm Width: 90cm
- Please include your Abstract Title, Author Name, and Affiliation in the upper portion of the poster.
- Poster must be prepared in English. For the undergraduate session, posters may be prepared in Japanese; posters for the high school session should be prepared in Japanese.
- All presenters are required to disclose any conflicts of interest on their poster. The disclosure statement should be placed at the bottom of the poster. For more information, please refer to "1. COI (Conflict of Interest) Declaration" on the previous page.



2) Language

Session	Presentation	Q&A
Poster	English	English / Japanese
Undergraduate Students Sessions	English is preferred, but Japanese is also acceptable.	English / Japanese
High school Sessions	Japanese	Japanese

3) Time

Date	Set Up	Poster Viewing	Presentation/Discussion	Removal
March 10	8:20 ~ 8:50	8:50 ~ 13:00	13:00 ~ 14:20 *Presentations by [High School Students] 12:20 ~ 14:00	16:20 ~ 17:00
March 11	8:20 ~ 8:50	8:50 ~ 16:30	16:30 ~ 17:50	17:50 ~ 18:30
March 12	8:20 ~ 8:50	8:50 ~ 13:00	13:00 ~ 14:20	16:20 ~ 17:00

* Presenters must stand in front of their posters during Presentation/Discussion period to conduct all explanations and discussions.

4) Poster Presentation

- Please mount your poster by yourself during the designated posting period and remove it by yourself during the designated removal period after the display ends. Poster numbers will be prepared on the panels in advance. Please be careful to display your poster on the correct panel number.
- Push pins for mounting posters will be provided on each panel. Glue and adhesive tape may not be used.
- During the presentation and discussion period, please stand in front of your poster. There will be no session chair for poster presentations.
- Any posters remaining after the designated removal time will be removed and disposed of by the Secretariat.
- The organizers and the Secretariat cannot be held responsible for any loss or theft of posters.