

# Guidelines for Oral Presentations at TBME 2022

The oral presentation session will be held online using the video conference system Zoom (\*). Please ensure that you have installed the latest version of Zoom application software on PC.

\* "Zoom" and the "Zoom logo" are trademarks or registered trademarks of Zoom Video Communications, Inc.

## Guideline for presenters

1. The Zoom link will be informed by email *one week before the forum*. The Zoom link information is also available on the Forum homepage.
2. The oral presentation sessions are allocated as shown in the following table. Please enter the meeting zoom *at least 10 minutes before the session start time*.

Session	Meeting room	Session time	Presentation and Q&A time
General Oral Presentation Session	A	16 : 20-17 : 20	8 min for presentation and 2 min for Q&A
Young Researcher Oral Presentation Session 1	B	10 : 40-11 : 40	6 min for presentation and 2 min for Q&A
Young Researcher Oral Presentation Session 2	B	15 : 10-16 : 06	6 min for presentation and 2 min for Q&A
Young Researcher Oral Presentation Session 3	B	16 : 06-17 : 02	6 min for presentation and 2 min for Q&A
Young Researcher Oral Presentation Session 4	C	10 : 40-11 : 40	6 min for presentation and 2 min for Q&A
Young Researcher Oral Presentation Session 5	C	15 : 10-16 : 06	6 min for presentation and 2 min for Q&A
Young Researcher Oral Presentation Session 6	C	16 : 06-17 : 02	6 min for presentation and 2 min for Q&A

3. After entering the Zoom meeting, please change your display name as follows: "Presentation number: Presenter's name"  
(For example O-C-13, Taro Butsuzai).
4. When it's your turn, show your presentation slides using "Share Screen" function of Zoom, turn on the microphone and camera on your PC and then make your presentation. *Please be punctual and carefully follow the time allocation.*

## Contact

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