# Guidelines for Presenters of TSWIM 2014

First of all, we would like to welcome all of you to TSWIM 2014. Thank you for presenting your studies in the conference. To make sure that all sessions run smoothly, we provide the following brief guidelines for all authors to follow:

- Please arrive at the meeting room of your presentation session 5 minutes before the beginning of the session.
    - Please upload your powerpoint file onto the computer for presentation and make sure that your file runs appropriately.
    - Please introduce yourself to your session chair so that the session chair will know who will present the paper.

- Each presentation session is allocated 1 hour and 50 minutes for three paper presentations. Thus, the timeline for each paper is: 35 minutes total
    - 20 minutes for presentation
    - 15 minutes for comments/suggestions by advisors and open floor discussion (Q&A)

    It is extremely important for the presenter to follow the guidelines.