Check-in at the Speaker Ready Room at least 1 hour before your presentation time to check your slides, to copy your presentation onto the network and to check the demo of your presentation with the technical staff.

The Speaker Ready Room (SRR) is located in the registration area in the Bella Center

The opening hours of the SRR are:
- Saturday June 17: 08:00 - 17:00 hours
- Sunday June 18: 08:00 - 17:00 hours
- Monday June 19: 08:00 - 17:00 hours
- Tuesday June 20: 08:00 - 17:00 hours
- Wednesday June 21: 08:00 – 12:00 hours

Rules & regulations for oral presentations:

1. When preparing your PowerPoint presentation please bear in mind;
   - Only PowerPoint presentations made in Microsoft Office 2010 or later versions can be accepted
   - Presentations will be projected in a resolution of 1020 x 1920 pixels. All video/data projectors (beamers) at the congress can visualize this resolution without a problem. (16 : 9)
   - Pictures and animation links to the Internet or to other files will NOT be accessible
   - All movies and hyperlinks used in a presentation should be set to start automatically, as it is NOT possible to click on a movie when using E!Presenter.
   - Use standard Windows fonts only, .24 font sizes can be read easily.
   - The following codec’s will be available for use;
     - Integrated audio files such as mp3 or wav.
     - AVI and MPEG movies, integrated in a PowerPoint presentation, using the following codec’s:
       - XviD Version 1.3
       - DIVX H264 8.2
       - 3ivX Pro [Version D4 4.5.1]
       - Ligos Indeo XP
       - MS MPEG-4 [version 4.1.0.3927]
       - MPEG-4 Low and Fast motion [version 4.1.0.3927]
       - Ligos MPEG-2 decoder [version 4.0.0.77]
       - Cyberlink MPEG-2 decoder [version 8.4]
       - MainConcept MPEG-2 decoder [version 1.0.0.78]
       - QuickTime codecs [version 7.6.9]
       - Windows Media Player 99
     - Should embedded movies in a presentation not work, they will be converted at the SRR to a PowerPoint compatible format, with the Procoder® video program.
   - MAC users should check in early at the SRR to convert their presentation into a pc format.
   - Use of your own laptop is exclusively for copying the presentation onto the network.
   - The use of your own laptop during your presentation is prohibited.
   - Single-, double slide and overhead projections will NOT be offered