



## Instruction for Oral Presentations

Allotted time for each presentation

- All sessions except for “Surgical - Medical Asian retina” : 7 minutes presentation
  - ※Each presentation is divided into the former part and latter part and discussion will be held for each of them. Please participate discussion of your part. Please refer to the program page for your schedule.
- “Surgical - Medical Asian retina” : 5 minutes presentation video broadcast and 1 minute discussion

## On-site presentation

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### Speakers should note the following information:

- Please make sure to be in the session room and notify the conference staff at least 30 minutes before the session starts.
- All speakers are requested to bring their own PC or the data (PPT) on a USB memory stick for presentation. The session rooms are equipped with a Windows laptop PC and LCD projector on which Microsoft PowerPoint is installed (OS: Windows10, Software: Microsoft PowerPoint 2019).
- Slides with aspect ratio of 16:9 is recommended for presentations.

### Those who bring their data in USB memory stick:

- Speakers who bring their presentation data (PPT) by a USB memory stick are required to use the Windows format. The name of the file should be labeled with your name.
- Speakers are asked to submit their data to the Speaker's Desk in 60 minutes before your assigned session starts.

### Those who use their own laptop:

- In case the presenter use Macintosh or special software except PowerPoint 2010, 2013, 2019 for presentation, it is recommended to use their own laptop. PCs must have a display output interface with HDMI or a D-sub 15-pin plug. If necessary, bring an adaptor.

## Live Remote Presentation & answer (Q&A) using Zoom

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- Please log in Zoom at the designated time. The unique Zoom URL for each presenter will be sent before one week of the conference from the Secretariat.
- Not necessary to submit your presentation video data (MP-4 format), but you can submit as a backup in case of zoom trouble.
- Speakers need to stay online during the session.  
For details, please see instructions on the website:  
<https://convention.jtbcom.co.jp/fujiretina/>

## Recorded Presentation - without live Q&A session

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- Speakers are requested to submit their presentation video no later than April 14th, 2022.  
For details, please see instructions on the website: <https://convention.jtbcom.co.jp/fujiretina/>
- We will show the video of your talk in the session.
- Speakers don't need to be online during the session.

## Instruction for E-Poster Presentations

Allotted time for each presentation at distinguished poster LIVE session:

3 minutes presentation and 2 minutes discussion

For on demand during the conference, all poster presenters are kindly requested to submit PPT file with audio recorded or video data (MP-4 format) in advance.

## E-poster Recorded Presentation

### On-demand

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There is no on-site presentation. They will be held only online (on-demand).

- Speakers are requested to submit their presentation data (PPT or video) no later than April 14th, 2022.

For details, please see instructions on the website: <https://convention.jtbcom.co.jp/fujiretina/>

- We will show the video of your talk during April 23 - 24, 2022.

- Speakers don't need to be online during the session.

For details, please see instructions on the website:

<https://convention.jtbcom.co.jp/fujiretina/>

## Distinguished poster Live session

### On-site presentation

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#### Speakers should note the following information:

- Please make sure to be in the session room and notify the conference staff at least 30 minutes before the session starts.

- All speakers are requested to bring their own PC or the data (PPT) on a USB memory stick for presentation. The session rooms are equipped with a Windows laptop PC and LCD projector on which Microsoft PowerPoint is installed (OS: Windows10, Software: Microsoft PowerPoint 2019).

- Slides with aspect ratio of 16:9 is recommended for presentations.

#### Those who bring their data in USB memory stick:

- Speakers who bring their presentation data (PPT) by a USB memory stick are required to use the Windows format. The name of the file should be labeled with your name.

- Speakers are asked to submit their data to the Speaker's Desk in 60 minutes before your assigned session starts.

#### Those who use their own laptop:

- In case the presenter use Macintosh or special software except PowerPoint 2010, 2013, 2019 for presentation, it is recommended to use their own laptop. PCs must have a display output interface with HDMI or a D-sub 15-pin plug. If necessary, bring an adaptor.

## Live Remote Presentation & answer (Q&A) using Zoom

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- Please log in Zoom at the designated time. The unique Zoom URL for each presenter will be sent before one week of the conference from the Secretariat.

- Not necessary to submit your presentation video data (MP-4 format), but you can submit as a backup in case of zoom trouble.

- Speakers need to stay online during the session.

For details, please see instructions on the website:

<https://convention.jtbcom.co.jp/fujiretina/>