



## TECHNICAL INSTRUCTIONS FOR ORAL COMMUNICATIONS AND POSTERS

### 1) ORAL PRESENTATIONS

- a) **The timing of an oral presentation** is 15 minutes for presentation followed by questions.
- b) **Audiovisual equipment:**
  - The Auditorium room is equipped with a master computer, which shall be used for all presentations.
  - Speakers will not be allowed to connect their own laptop to the LCD projector (Barco type).
  - Only PowerPoint presentations will be accepted.
  - Text should be written in English.
  - Speakers should save their presentations on USB memory sticks.
- c) **Sending your PowerPoint presentation file:**

All speakers are invited to send their PowerPoint presentations, either definitive or preliminary version, **by the 17th of October 2019** at the following address: [ISOE2019@iaea.org](mailto:ISOE2019@iaea.org).
- d) **Lecturers are required to be registered for the Symposium.**

### 2) POSTER

- a) **The text must be written in English.**

Each poster must have a top label indicating:

  - the title of the paper,
  - the names of the authors,
  - their affiliations.
- b) **Set-up:**
  - Poster size (maximum): 1.20 m (height) x 0.90 m (width)
  - Set up: On Tuesday October 22, 2019 from 8:00 to 9:00
  - Display: from Tuesday October 22, 2019 to Wednesday October 23, 2019
  - Take down: Wednesday October 23, 2019 noon
  - Fixation: Adhesive pads (provided by the Organisers in the display room)
- c) **Sending your PDF file:**

If possible, please provide us with a PDF file of your poster to be posted on the ISOE Website.
- d) **Poster sessions:**

Presenters of posters are asked to stand by their posters during coffee-breaks to be able to discuss it.
- e) **Presenters are required to be registered for the Symposium.**



**2019 ISOE INTERNATIONAL SYMPOSIUM**  
**BEIJING, CHINA, 22 – 24 October 2019**

## GUIDELINES FOR THE PREPARATION OF FULL PAPERS

Authors of accepted abstracts for oral and poster communications are invited to provide, if they wish, a full paper in addition of the corresponding abstract.

Full papers will be published on the ISOE website ([www.isoe-network.net](http://www.isoe-network.net)).

The sending of the full paper (as Word document) should be done **before end of August 2019** to the following Email address: [ISOE2019@iaea.org](mailto:ISOE2019@iaea.org).

Please, find below guidelines to prepare your full paper.

<b>GUIDELINES for PREPARING FULL PAPER</b>	
<b>Deadline</b>	End of August 2019
<b>Length</b>	10 pages maximum
<b>Font</b>	Times New Roman 11 point Single spacing 2.5 cm margins all round
<b>Language</b>	English
<b>Layout</b>	<ul style="list-style-type: none"><li>➤ Title</li><li>➤ Authors' names</li><li>➤ Affiliation (Institution, Address, Country, Email)</li><li>➤ Body of the paper (including tables and figures)</li><li>➤ References</li></ul>