



## Notes for Presenters

All poster and oral presentations are to be given in English.

### Oral presentations

Keynote presentations will be 25 minutes long with 5 minutes for discussion and questions.

Other oral presentations will be 12 minutes long with 3 minutes for discussion and hand-over.

Session Chairs will warn you when you have 2 minutes left of your allotted talking time.

The PC used for presentations uses Windows Vista and has Microsoft Office 2007 (including PowerPoint) and Adobe Reader installed. It should also have internet access (although it is unwise to rely on this for your presentation).

At the latest, presentations **must** be uploaded during registration at the start of the day they are to be presented.

Presentations can be uploaded at the Registration Desk in the Peter Chalk Centre (or at Holland Hall on the Sunday).

If you wish to send your presentation prior to the Symposium, please email it to [RadarCommittee@ceh.ac.uk](mailto:RadarCommittee@ceh.ac.uk).

### Poster Presentations

Poster boards are 4 ft (1.22m) wide by 6 ft (1.83m) high. A0 size posters are recommended in either landscape or portrait form. Velcro will be provided to secure posters to the boards.

Please check the ID and session of your poster here:

<http://www.rmets.org/events/wrah/programme.php>.

The ID will be used to identify your poster board.

Posters can be on display for the whole Symposium and can be put up at anytime from the Monday morning Registration onwards.

An author is expected to be in attendance during the Poster Session that their poster has been assigned to.

There will not be a poster tour or short poster presentation.