

## Instructions for Presenters and Discussants at CWEIST 2019

### Instructions for the Full Length Presentations (presenters and discussants)

Our full length presentations are one hour, including 50 minutes presentation, 8 minutes discussion, and 2 minutes Q&A from the audience. Authors and discussants please upload your slides ahead of time (**before the first presentation in the session**) to ensure smooth transition.

### Instructions for Posters (presenters)

Our poster session is scheduled between 4:15pm-6:00pm on 07/09 (Tuesday). The session has two parts – poster slam and poster demo.

**Poster Slam** is a rapid-fire succession of 2-minute pitches. The goal of the poster slam is to advertise your research. This is your chance to convince the audience to come to your poster display and talk with your research team during the poster demo.

Please use the attached Powerpoint template to prepare *a cover slide plus one or two slides* for the poster slam. **Please send your slides to GUO Hong (via email [hguo@nd.edu](mailto:hguo@nd.edu) or wechat) no later than midnight on 07/07 (Sunday)**. We will combine all slides into one deck by the order of poster presentations as listed in the CWEIST 2019 program.

Given the 2-min time limit, it is important to keep your slides succinct, clear, and informative. We recommend you focus on defining and motivating the problem and the most interesting results, and leaving out all technical details. It is important to practice your talk to make sure you can deliver your “sales pitch” within 2 minutes.

**Poster Demo** will immediately follow the poster slam. Please make sure that at least one author stands by your poster display during the poster demo to meet attendees interested in discussing your work further.

We will provide a **1.5 meters x 0.9 meters** white board placed on an easel stand for your poster. You will attach your poster to the white board with tacks or tape in the portrait orientation. When printing the poster, please make sure to set the orientation to **portrait** and not to exceed the size of the white board, i.e., **1.5 meters (height) x 0.9 meters (width)**.

Please set up your poster between 8:00am-8:20am on 07/09 (Tuesday) at Shaanxi Guesthouse (Conference Hotel), Building #18, 3-6 Yulin Hall. We will be there to help.

Look forward to receiving your slides and learning more about your papers at CWEIST!

CWEIST 2019 Co-Chairs:

Xianjun Geng, Tulane University

Hong Guo, University of Notre Dame

Gang Li, Xi'an Jiaotong University

De Liu, University of Minnesota