

The 41st Annual Meeting of Korean Cancer Association with International Cancer Conference

Date : June 18(Thu) ~ 19(Fri), 2015

Venue : Lotte Hotel Seoul, Seoul, Korea



International Oral Presentation Guideline

- ✓ All presenters should prepare their presentation materials in **Microsoft Office PowerPoint (PPT)** file format. (Windows with MS Office 2003, 2007)
- ✓ We do **not recommend using your own laptop computer for your presentation** to avoid technical problems.
- ✓ **Presenting author** should register and present at the 41st Annual Meeting of KCA.

Session Room	Sapphire Ballroom (A,B,C) on 3F
Language	English
Portable Media	Please save your files to a USB Flash Drive
Preview	<ol style="list-style-type: none">1. Location: Jade Room (2F)2. Please bring your presentation file in an USB memory stick to the preview room at least 1 hour before presentation to upload and test your file.3. Technical staff will be on duty in the preview room to assist you in uploading.4. After you have finished reviewing and/or making changes to your presentation, you must notify an A/V technician so that they can review and upload your files onto the PCs connected to each session room.
Presentation	12 minutes for presentation and 3 minutes for discussion and questions (This time limit is strictly enforced.)



Secretariat of Korean Cancer Association

Room 1824, Gwanghwamun Officia, 92 Saemunan-ro, Jongno-gu, Seoul 110-999, Korea

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E-mail cancer@kams.or.kr, cancer1@kams.or.kr or cancer2@kams.or.kr

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Session Room	Crystal Ballroom (A,B,C) on 2F / Sapphire Ballroom (A,B,C) on 3F
Language	Korean
Portable Media	Please save your files to a USB Flash Drive
Preview	<ol style="list-style-type: none">1. Location: Jade Room (2F)2. Please bring your presentation file in an USB memory stick to the preview room at least 1 hour before presentation to upload and test your file.3. Technical staff will be on duty in the preview room to assist you in uploading.4. After you have finished reviewing and/or making changes to your presentation, you must notify an A/V technician so that they can review and upload your files onto the PCs connected to each session room.
Presentation	7 minutes for presentation and 3 minutes for discussion and questions (This time limit is strictly enforced.)



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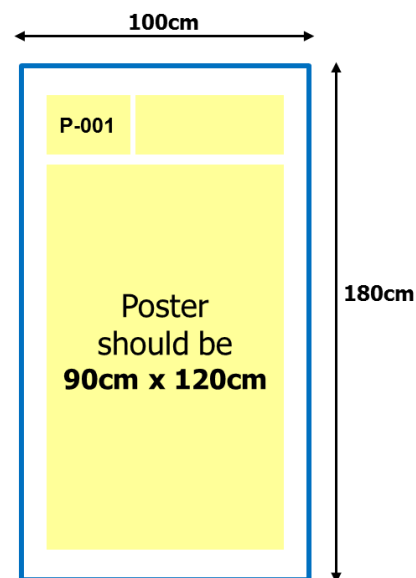
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Poster Display Guidelines

- ✓ Only the adhesive tape can be used. That is provided in the poster session area of the Emerald Room.
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Session Room	Emerald (Room F) on 2F	
Language	English	
Poster Size	1. 90cm (width) x 120cm (height) 2. The size of the poster board: 100cm (width) x 180cm (height)	
Set Up Times	08:00 - 10:00	
Display Hours	09:00 - 17:00	
Display Day & Poster No.	June 18 (Thu)	P-001~086
	June 19 (Fri)	P-087~164
Removal Times	All posters must be removed after 17:00	



Note: KCA 2015 and Lotte Hotel Seoul (conference venue) cannot be held responsible for any poster that is left overnight and is lost or damaged.



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