



27th International Conference on Raman Spectroscopy

August 14-19, 2022 | Long Beach Convention Center | Long Beach, California

Oral Presentation Guidelines for Presenting Authors

Your cooperation is appreciated in keeping the meeting on schedule for the benefit of all attendees. Please note the following guidelines:

Authors must be prepared before presenting to allow fast and easy transition from one talk to another to avoid unnecessary delay between presentations. All talks are limited to the amount of time listed in the program.

- **Standard Audio Visual Package:** LCD projector, screen, laser pointer and wireless lapel microphone.
- **Speakers:** A laptop will be provided in each technical session room. You can bring your own laptop to use if you choose to do so but remember to bring the necessary video connectors as well.
- **Speaker Ready Room:** In order to be prepared for your presentation, a speaker Ready Room is provided in the Promenade 203A room to help presenting authors give a smooth and trouble-free presentation. Testing your presentation in the Speaker Ready Room will minimize potential equipment compatibility issues.

If you do not use the Speaker Ready room in advance, please test your presentation no later than the “break” immediately preceding your scheduled presentation. The break is defined as the time before the first morning talk, during the lunch break or during the afternoon break. Note: Only one presenter at a time will be connected to the LCD projector.

- **Oral Presentation:** Plenary talks are 45 minutes; Keynote talks are 30 minutes; Invited talks are 20 minutes and contributed are 15 minutes (set up and Q&A are included within this timeframe). A presentation must not start late or extend past the scheduled end time. PowerPoint screen size is 16:9.
- **Audio Visual Assistance:** Only minimal audio-visual assistance can be expected from your session chair. If a problem arises, please relay the issue to the staff on-site, who will contact the appropriate personnel.
- **Security:** MRS is not responsible for the security of any personal equipment.