

The 62nd Annual Meeting of the Japanese Lung Cancer Society (JLCS2021)

Information for Presenters

Please be prepared for your presentation according to the guidelines provided as below.

1. Oral Presentation

Presentation Time:

International Session - 7 minutes (and Q&A Session for 3 minutes)

Encore Session - 10 minutes

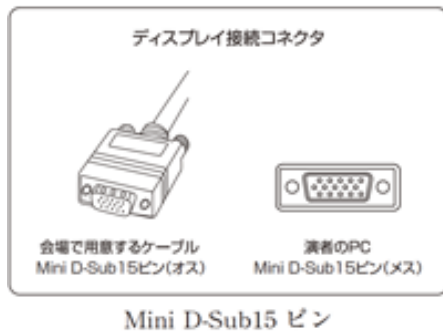
Specification of Presentation Slide: 16:9 Format

Language: English

Submission: You are not required to submit your presentation data in advance. Please bring it with you to the site, or prepare it to be shared online on the congress day.

<On-site Participation>

- Please register at PC Registration Desk 30 minutes prior to the start of your session.
PC Registration Desk at 3F Foyer, Pacifico Yokohama North
Opening hours:
8:00am-18:00pm, Friday, November 26th
7:20am-18:40pm, Saturday, November 27th
7:20am-16:00pm, Sunday, November 28th
- After previewing your data at the desk, you are required to be at “Next speaker’s seat” located in front of each session room.
- The presentation data should be filed with Windows 10 and PowerPoint 2010/2013/2019.
- To those who bring presentation data by recording-media
 - USB Flash Memory is acceptable.
 - The data will be temporarily stored on the server of the desk and PC in the session room, but it will be deleted in a responsible manner after the congress period.
- To those who bring own laptop
 - You are required to bring your PC if your presentation data is created by Mackintosh.
 - Please make sure to bring your AC power code and cable for external outputting, and also your own connecter if you need any specific one. There will be HDMI or Mini D-Sub 15 pin provided at the session room.



Samples of Connectors

- Setting of screen saver and power-saving mode should be deactivated.
- Please be sure to bring the backup of your presentation data by USB Flash Memory or CD-R.

<Online Participation>

- Please access to the Zoom meeting from your own PC.
- The URL for your session will be provided via e-mail individually.
- You are required to access to the Zoom meeting 30 minutes prior to the start of your session, and to share your screen by yourself when you do your presentation.
- It is highly recommended to use wired internet connection to have stable internet access.
- Please check if your PC is appropriately equipped with your camera, speaker, and microphone in advance.

*If you are available on the congress day neither on-site nor online, you can submit your file of pre-recorded video in advance so that your presentation can be delivered online. Please kindly send us of the video file by a file transfer service such as firestorage, WeTransfer or anything you normally use.

- Format: MP4
- File Size: Up to 2GB
- Submission Deadline: the middle of November

2. Poster Presentation - Encore

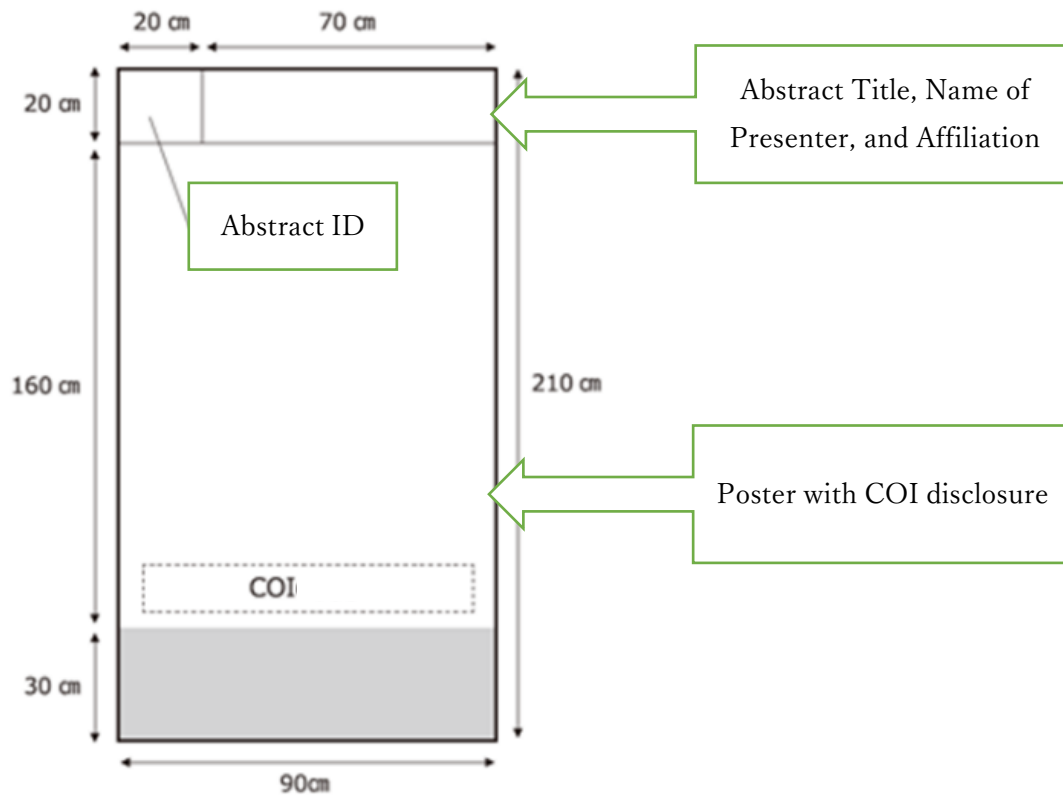
Poster Size (see the drawing below):

- 20cm(vertical) x 70cm(horizontal) for Abstract Title, Name of Presenter, and Affiliation
- 160cm(vertical) x 90cm(horizontal) for Poster with COI disclosure
- Abstract ID in 20 x 20cm will be provided by the secretariat

Language: English

Submission: You are not required to submit your poster data in advance. Please bring your

printed poster with you to the site on the congress day. It can be displayed during the congress period, for 3 days.



Exhibition hours:

- (Setting up) 8:00am-9:30am, Friday, November 26th
- (Exhibition) 9:30am-18:30pm, Friday, November 26th
- 8:30am-18:30pm, Saturday, November 27th
- 8:30am-16:00pm, Sunday, November 28th
- (Clearing) 16:00pm-17:00pm, Sunday, November 28th

*It is under consideration how the poster should be submitted in case you have any difficulty to participate in the congress on-site. The further information will be provided in due course.

For Inquiries:

Congress Secretariat of JLCS2021

c/o Congrès Inc.

E-mail: jlcs2021@congre.co.jp