



The APASL STC 2025 Tokyo

Information for Oral Presentation

This is information for speakers of APASL STC 2025 Tokyo.

- Please complete your registration of presentation data at the Data Pre-View Desk, which will be located at the foyer on the 3rd floor in front of the Room 1 “Cosmos Hall”, until 30 min. before your presentation time.
- The open hours of Data Pre-View Desk are as follows.

October 2 (Thursday) 8:00-18:00	October 3 (Friday) 7:30-16:00
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- Please be seated at the “next speaker’s seat” at least 10 minutes before your presentation. The seat will be located near the podium.
- The slides which you have submitted in advance for the presentation are prepared on the computer of the podium.
- Your Presentation Time will be announced individually by E-mail.
- After presentation, the discussion time (a question-and-answer session) will be held according to the moderator’s instructions.
- The PC set at the podium is OS: Windows 11 (PowerPoint: 2024).
- Please bring your data by USB memory stick.
- To avoid garbled characters, please use standard font which is originally installed by OS.
- Please put your name on your data file.
- If you bring your movies by data file, please prepare the file which can be played by standard Windows Media Player.
- Backup data by another media should be kept by presenter.
- The projector’s screen resolution is set at 16:9 FULL HD. Please make your PPT data as such. (4:3 XGA is also projectable with a size smaller, black flamed on both left and right sides).
- Please operate your PPT data by yourself at the podium.
- You can use Presenter View of PPT only if you bring your own PC. It will take a few minutes to set up.

<Disclosure of COI>

Regarding the disclosure of conflicts of interest on the second slide, please include one of the slides such as follows.



<If you bring your own PC>

- Please make sure that your PC has HDMI terminal for monitor output. (Some compact PC needs another connector. In case of that, please carry your own connector.)
- Macintosh and Key Note are acceptable only if you bring your own PC (Please carry your own connector).
- Please bring battery adapter to avoid battery off. Because sometimes screen saver or power saving system could be a reason of battery off, please set your PC appropriately.

If you have any questions, please contact the secretariat below.

We would like to thank you all for your cooperation.

Contact: APASL STC 2025 Tokyo Congress Secretariat

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