The poster presentation consists of two parts:
1) **a brief poster preview (oral)**
2) **a regular poster session**

Poster Preview

The poster preview is like a mini-talk, in which you introduce your research and the content of your poster in just two slides. Each preview will last approximately one minute.

All poster presenters are asked to prepare a PDF file for the poster preview. The file should be two pages (slides), and formatted like a regular talk (e.g. landscape oriented, Powerpoint style).

Please follow the guidelines below when preparing your preview file.
- All pages should be landscape-oriented, like a regular oral presentation.
- 1st page: Title, authors, and affiliations
- 2nd page: Brief overview of poster content.
- Convert the file to PDF before submission.
  You can prepare your poster preview using any software you wish (Powerpoint, OpenOffice, Keynote, Beamer, etc.), but the final PDF must be readable by Acrobat Reader ver. 9.
- Send your PDF by email to TU-SNU-UT@mechasys.jp by February 12, 2010.
  Please name the file as follows: FAMILYNAME_Firstname-poster.pdf
- A PC and projector will be ready at the forum site. The PC will be operated by one of the staff.

Poster Presentation
- Your poster should in portrait orientation, and no larger than A0 paper size (841 mm wide × 1189 mm tall).
- At least one of the authors is requested to be at their poster for discussion during the corresponding poster session.
- Put up your poster at least 1 hour before the start of the poster preview.
- Please remove your own poster immediately after the symposium.

If you have any troubles or questions about the presentation, please contact TU-SNU-UT@mechasys.jp .