



CLAWAR 2014
17th International Conference on Climbing and Walking Robots
and the Support Technologies for Mobile Machines,
Poznan, Poland, 21– 23 July 2014

<http://www.clawar2014.put.poznan.pl>



Instructions for Oral Presenters

All lecture theatres have the following equipment:

- PC with floppy drive, CD drive and USB ports
- Data projector
- VCR/DVD player
- Amplifier and sound system
- Document camera
- OHP.

Format of Oral Presentations:

Regular presentations: A 20-minutes slot is allocated to each regular oral presentation, of which 15 minutes are assigned to the presentation, 3 minutes to discussion and 2 minutes to changing sessions.

Keynote presentations: A 60-minutes slot is allocated to keynote presentations, of which 45-50 minutes are assigned to the presentation, up and 10-15 minutes for discussion.

Presenters and sessions chairs are advised to observe the above format strictly.

Preparation of Oral Presentations: To help us organize the material for use with the Data projector, please use the following methods (in order of preference) for efficient speaker changeover, flexibility and reliability:

1. Upload your PowerPoint presentation electronically onto the “Final Paper Submission” site of the conference, at latest during the week commencing 07 July 2014. Please bring with you a backup on Memory Stick or CD.
2. Bring your presentation on Memory Stick or CD. All presentations will be copied onto the lecture room desktop just before the event so that everything is there and ready to run.
3. It will be possible to hook up laptops to the data projector for those users who have specialist software packages that may not reside on the lecture theatre’s PC.