**Guidelines for oral presentations**

Oral presentations of research papers will be allocated 20 minutes (15 minutes for the presentation itself and 5 minutes for questions). Please ensure presentations will not exceed 15 minutes. This will help the efficient management of the Program throughout the event.

We would like to encourage authors to make their presentation material as accessible as possible to accommodate a diversity of attendees. Some recommendations to follow are:

(a) avoid using small fonts and putting large amounts of information on each slide,
(b) use large text and clear fonts complimented with contrasting colours for the background and text. This will make the information more accessible for everyone,
(c) speakers are required to supply copies of power point slides to allow them to be produced in alternative formats as required

There will be computers (Microsoft Windows XP based machines with Microsoft Office (Powerpoint) XP 2002) available at the venue for the presentations. Presenters are requested to send their presentations in advance to info@icost2006.ulster.ac.uk. The latest time to submit your presentation will be during the registration period on the evening of the 25th June. If you require any special software or hardware please contact us at the previously mentioned email address at least 1 week in advance to assess if these facilities can be made available. Presenters can use their own laptops if preferred.

Prior to your scheduled Session, please contact the chair of your session to ensure that your presentation file(s) and all other resources are in place.