Research Seminar Instructions

- Usually, the talk should be constrained within 20 minutes for the students and 30 minutes for the visiting speakers. If the speaker needs additional time, please contact the organizer in advance.

- All the basic equipment will be provided, e.g., the laptop, the projector, the pointer and the microphone. Of course, the speaker is also allowed to use his/her own gears.

- The presentation slide should be either in MS power-point (version 2003-2007) or PDF format. If the speaker uses other types of file, please be sure it can be converted to the two formats mentioned before.

- It will be very appreciated if the speaker could arrive the seminar room 10 minutes earlier before the seminar starts to help the organizer test the equipment.

If the speaker has any question about the research seminar, please feel free to contact the organizer.

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