

AUGUST 5 - 10, 2018

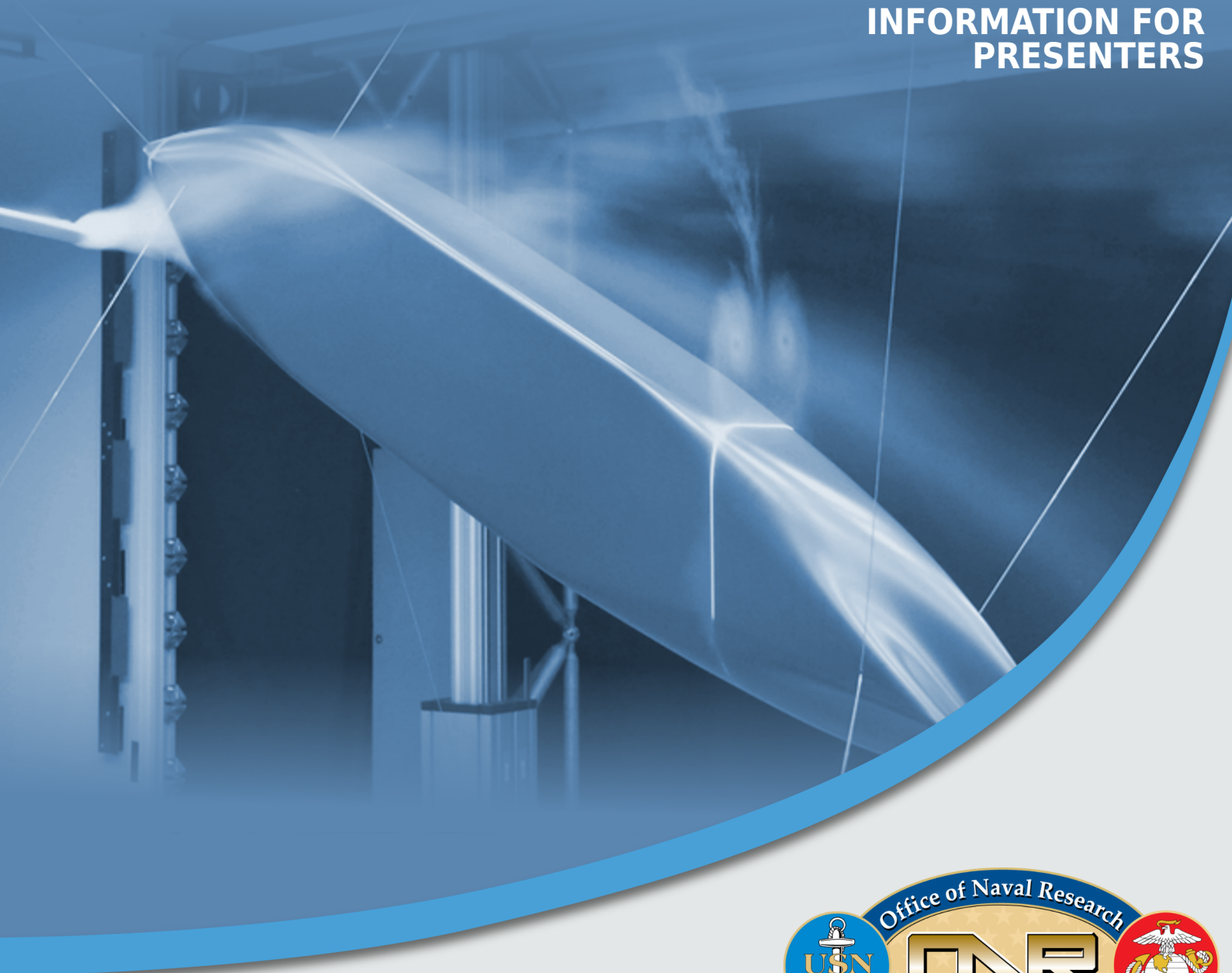
TUHH
Hamburg University of Technology

32ND SNH

SYMPOSIUM ON NAVAL HYDRODYNAMICS

HAMBURG, GERMANY

**INFORMATION FOR
PRESENTERS**



Information for Presenters at the 32nd SNH

Dear presenters,

This document provides information regarding your presentation in order to avoid technical problems and ensure a smooth procedure in the presentation sessions. Please read the following lines thoroughly. If you have any questions during the symposium, don't hesitate to ask the on-site technical staff.

For your presentation a laptop with Microsoft Office 2016 installed is provided in every lecture hall. Also a presenter stick is available to switch between your slides and to use as a laser pointer.

You may use your own laptop or the one provided in the lecture hall. At the speaker's desk, audio and video (VGA and HDMI) connections are available. Please bring an adapter if your own laptop features another video output.

Please report to the technician desk in the back of the lecture hall during the break at least **two sessions before your presentation**, to

- transfer and test your presentation, if you use the on-site laptop. Please have the presentation on a USB flash drive with you.
- check the connection, if you intend to use your own laptop.
- receive instructions regarding the procedure and the technical equipment.

For a good audibility of your presentation, a wireless microphone (clip-on or headset) will be handed over to you. Please come to the technician desk in the back of the lecture hall at least **10 minutes before your presentation** to allow the technical staff to attach and adjust the microphone.

The screen size at the symposium venue is wide screen (16:9).

Please adjust your presentation to the time limit of 25 minutes (+5 minutes discussions). It is very important to stay within the time limits so that the overall Symposium schedule can be maintained. At the speaker's desk, a timing system will be installed, which always shows you the time remaining for your presentation. The session's chairman will give a time check at 20 minutes.



