

## AUDIO-VISUAL EQUIPMENT FOR SPEAKERS

Dear Speaker,

With reference to the forthcoming ICPIC 2013 Conference, please note that the following audio-visual material will be available for your presentation:

- Single PowerPoint® projection (see below for standard configuration)

Please note that **only single projection** will be available.

### SPEAKERS PREVIEW ROOM

All speakers and presenters are requested to check in at the Speakers Preview Room **at least two hours before the session** (or the day before for early morning sessions). The PowerPoint® presentation will be checked by congress technical staff and prepared for the lecture.

The Speakers Preview Room, Located on level 1 behind Room 1 will be open as follows:

Tuesday	25 June 2013	12:00 – 20:00
Wednesday	26 June 2013	07:30 – 18:30
Thursday	27 June 2013	07:30 – 18:00
Friday	28 June 2013	07:30 – 13:15

### CONFERENCE ROOM EQUIPMENT

The Speakers Preview Room and the conference rooms will be fully equipped with computers supporting Microsoft PowerPoint® including all video codecs.

Computers will be equipped as follows:

- Microsoft Windows XP Professional Edition® with Microsoft Office 2010®

Therefore, when preparing an electronic presentation, **please make sure that it is fully compatible with above mentioned standards. The organisers cannot be held responsible if a presentation fails to run because these standards were not observed.**

Please do not hesitate to contact us for any further information you may require.

We are looking forward to welcoming you in Geneva next June.

Your ICPIC 2013 Team

[icpic13abs@mci-group.com](mailto:icpic13abs@mci-group.com)