



AUDIO-VISUAL EQUIPMENT FOR SPEAKERS

Dear Speaker,

With reference to the forthcoming ICPIC 2017 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 in **16:9 format**.

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	20 June 2015	08:00 – 20:00
Wednesday	21 June 2015	07:30 – 18:30
Thursday	22 June 2015	07:30 – 18:00
Friday	23 June 2015	07:30 – 13:00

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 2013®

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.**

CONTENT CAPTURE

In the permanent ambition to support the infection control community with the best available information, ICPIC is collecting the contributions from all presenters at the ICPIC Conference in digitally recorded format. The purpose of the recording is to make these State-of-the-Art presentations available to a wider audience. With this, the latest progress in clinical, research and patient oriented science will also be available to those not able to follow the proceedings during the conference.

To be able to do this, ICPIC is asking the presenters to grant a non-exclusive right to record and re-use the lecture content delivered by them during the 4th International Conference on Prevention & Infection Control in Geneva by signing an agreement when uploading the presentation onsite at the speakers preview room.

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 2017 Team

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