

2019 JSAE/SAE Powertrains, Fuels & Lubricants International Meeting August 26-29, 2019 Kyoto, Japan

Dear 2019 P,F & L Speakers,

This is the final information for you to present your technical paper(s) at Kyoto TERRSA.

1) Making slides

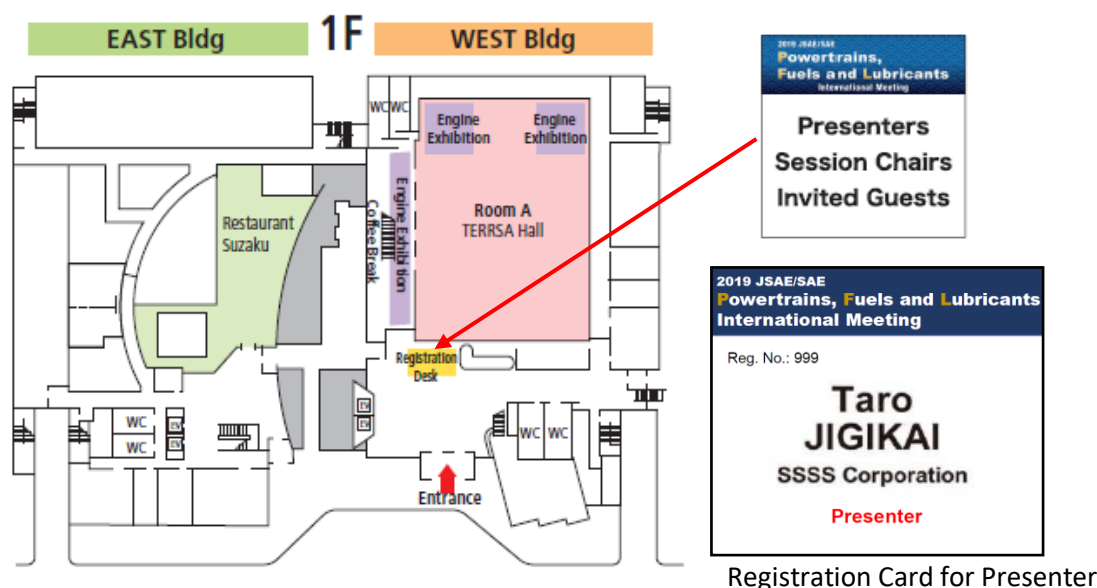
- ✓ Please use the presentation template that can be downloaded from the website.
https://www.pfl2019.jp/author_resources.html
- ✓ When they use good slides, all the participants in their session can understand fully the contents of slides.
 - Point of letters and numbers: **over 24 point**
 - Number of figures and tables in one slide: **at most 4**
- ✓ When you finish making all the slides you stand over about 30 m from the screen. If you can read and understand completely the contents of the slide it is just good slide!
- ✓ We recommend you make your slides with aspect ratio of **4:3**.

2) Before visiting Kyoto TERRSA

- ✓ Please **bring a PC** such as lap-top and save your presentation material into a memory device for precautionary purpose.
- ✓ If a PC has HDMI (High-Definition Multimedia Interface) Type-A 19pin, please **bring an adaptor to connect D-sub 15pin**. The same applies if you bring the Mac OS PC.

3) Registration

- ✓ Please go to the registration desk to **register at “Presenters/Session Chairs/Invited Guests”** and receive a name-printed registration card. Please take a conference bag that contains the program, proceedings USB from the bag desk.



Contact: Secretariat of the 2019 P, F & L

Mailto: pfl2019@jtbc.com.co.jp

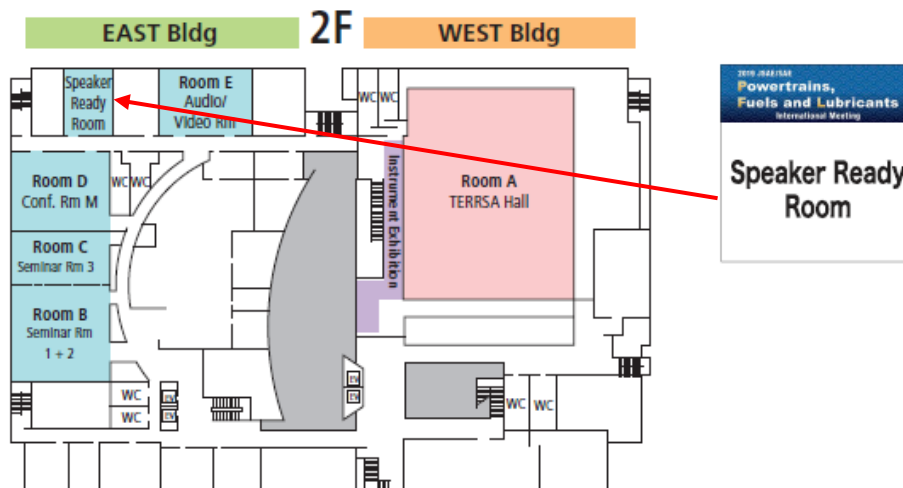


Society of Automotive Engineers of Japan, Inc.

2019 JSAE/SAE Powertrains, Fuels & Lubricants International Meeting August 26-29, 2019 Kyoto, Japan

4) Speaker Ready Room

- ✓ If you have time, please go to [the Speaker Ready Room](#) to check your PC and presentation material. (There is no projector available.) It is located on the 2nd floor in the East Building.



5) Technical Session Room

- ✓ Please be at your technical session room **10-min before the session starts** to meet & introduce yourself to your session chairs and the other presenters for the coordination meeting.
- ✓ The coordination meeting is for the purpose of smooth session operation and technical paper presentation.
- ✓ The following equipment is available in the session room.
 - 1) LCD Projector with a min D-sub 15 pin display cable
 - 2) Laser pointer
 - 3) Microphone
 - 4) Audio speaker with a stereo mini-jack audio cable
- ✓ To avoid technical problems, please have your PC checked for the projector connection.
- ✓ Please be seated in the front row most to the right after the meeting.

6) Technical Paper Presentation

- ✓ You have **20-min for presentation and 10-min for Q&A.**

Time control

First ring: 15 min. elapsing from the start of presentation
(5min. before the end of presentation)

Second ring: end of presentation

Third ring: end of discussion

- ✓ Please do not exceed 30-min as it will cause inconvenience to the next speaker.

Contact: Secretariat of the 2019 P, F & L

Mailto: pfl2019@jtbc.com.co.jp



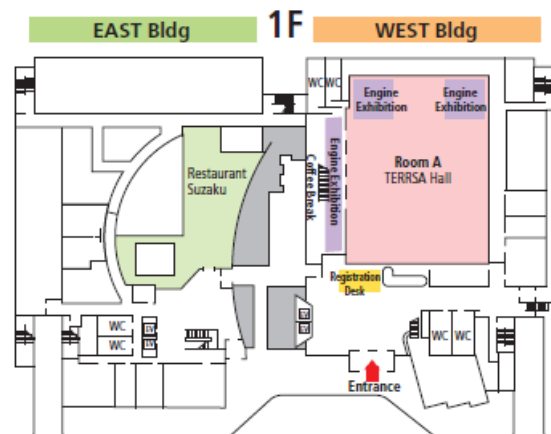
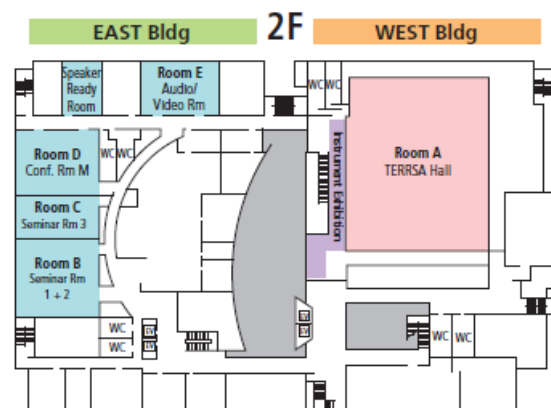
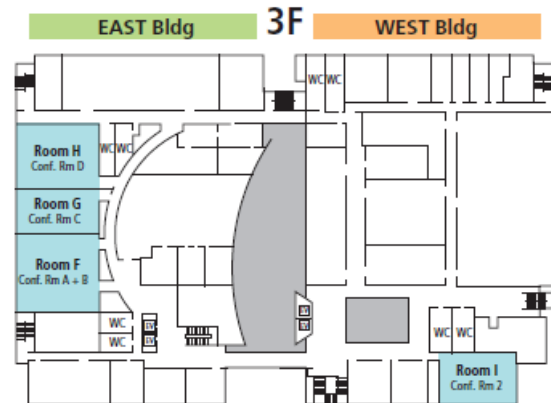
Society of Automotive Engineers of Japan, Inc.

2019 JSAE/SAE Powertrains, Fuels & Lubricants International Meeting

August 26-29, 2019 Kyoto, Japan

7) Technical Session Rooms

Audio and video recording of presentation speech as well as slides are strictly prohibited in every technical session rooms.



8) Others

- ✓ The presenter should be the first author. If it is impossible for him/her to present, one of co-authors are required to present the paper. It should not allow non co-authors to present the paper.
- ✓ Commercialism policy:
The use of company logos or trade names should be avoided on any audio-visual aids used in conjunction with your presentation.

Contact: Secretariat of the 2019 P, F & L

Mailto: pfl2019@jtbc.com.co.jp



Society of Automotive Engineers of Japan, Inc.