

11th International Congress of the Brazilian Geophysical Society
Bahia Convention Center - Salvador, Bahia, Brazil - August 24-28, 2009

INSTRUCTIONS FOR ORAL AND POSTER PRESENTATION

Please read carefully the following guidelines to ensure the success of your presentation and the technical program.

A - GENERAL INFORMATION

(A-1) Cancellations

No shows are strongly discouraged as they interrupt the flow of technical presentations. If for some reason you cannot give your presentation, please notify the technical program committee by email salvador2009@sbgf.org.br before **July 1st, 2009**.

(A-2) Language

Papers can be presented in Portuguese, English or Spanish. However, in order to maximize both your audience and the impact of your work, we strongly suggest you to present your paper in English, the official language of the conference. On the other hand, you will find a sympathetic and forgiving audience if English is not your native language. If nevertheless you choose to present your paper in Portuguese or in Spanish, please consider writing your visual material in English, as a courtesy to the audience. There will be no simultaneous translation of the presentations.

(A-3) Accommodation & Travel Expenses

Unfortunately, the Organizing Committee cannot give monetary assistance to authors to pay for travel, housing or registration expenses. Authors are responsible for providing their accommodation, transportation and meals.

(A-4) VISA

Participants are strongly advised to check their individual requirements concerning visas to enter Brazil. For further information, please contact the Brazilian Embassy or Consulate in your country.

(A-5) Registration

All authors must register in advance on our web <http://salvador2009.sbgf.org.br> from April 3 to July 24. On site registration starts in August 22 at Bahia Convention Center.





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(A-6) Speakers & Session Chairmen Breakfast Meetings

A special Breakfast for the session chairmen and speakers on each day's Program will be served at **7:45 am to 8:15 am**. These very important breakfasts will provide valuable information to speakers and session chairmen. All speakers and session chairmen are urged to attend the Breakfast on the day of their participation.

(A-7) Abstracts

Each delegate will receive the proceedings in CD-ROM with the expanded abstracts. There will not be printed version of the abstracts neither a CD-ROM of the papers. We would like to remember that reproduction, distribution or storage of any part of the presentations and discussions is prohibited

For the Technical Program Committee, the oral and poster presentations are equally important!

B - ORAL PRESENTATION

Oral presentations are scheduled to be held on Tuesday, Wednesday, Thursday and Friday in the morning and afternoon. Each presenter has a 20-minute time slot. (15 minutes for presentation - 05 minutes for question time).

As soon as possible, we will provide information about the technical session and the schedule of each oral presentation.

(B-1) Visual Equipment

The Organizing Committee will provide one computer with a projector for presentations. Softwares available: Windows XP, Microsoft Office 2007 and Acrobat Reader. Please make your presentation using PowerPoint slides, if possible.

If you are planning to use your own notebook, the Organizing Committee will provide the VGA cable to connect to the projector. If your device is a Machintosh brand, please do not forget to bring the VGA cable to connect it to the projector because each device has its own video output.

We strongly recommend all presenters test and upload their slides onto the network the day before its scheduled presentation. The upload must be done in the Media Room.



Av. Rio Branco, # 156 room 2509 · Rio de Janeiro · RJ · Brasil · Zip Code: 20040-003
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C - POSTER PRESENTATION

Poster presentations are scheduled to be held on Tuesday, Wednesday and Thursday in the morning and afternoon. As soon as possible, we will provide information about the technical session and the schedule of each poster presentation.

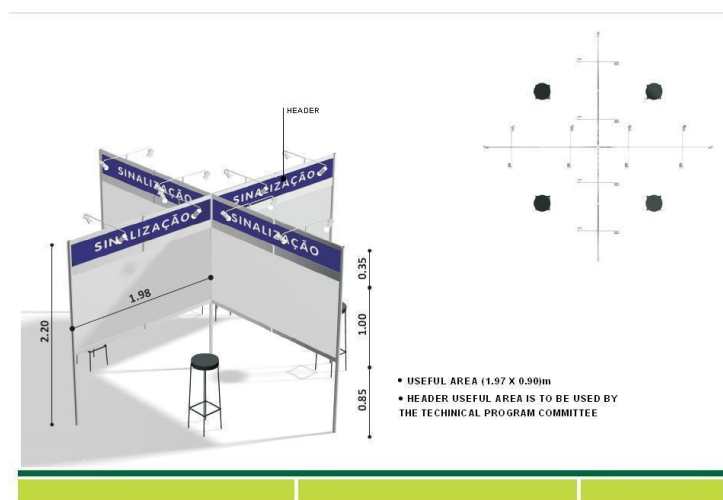
Posters must be on display for the full day. Authors are required to be present at his/her poster for at least 2 (two) hours during the day and the poster presentation should be given in accordance with the technical program schedule.

Poster display consists of two walls, each **1,98m wide and 2,20 m high** – it 's a horizontal wall), a poster number, a bar stool and two spotlights. **Note: we strongly recommend you prepare two posters, each one 1,97m (wide) x 0,90m (high) so that the audience has a good view of your presentation.**

Materials which poster presenters may use to attach their poster paper to the walls will be available in the poster presentations area but authors should bring their own supplies. **Note: use double sided tape to attach their poster papers. It is not allowed tacks, pins, nails or staples.**

Poster displays should be mounted **at 8 am** of the day of your presentation and it should be removed **at 5:00 pm** in the same day in order to allow other poster presenters on the next poster session program to arrange their poster display.

POSTER DISPLAY



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