

EDIBLE BIRD NEST INDUSTRY CONFERENCE 2016

11 – 12 OCTOBER 2016

MARRIOTT HOTEL, PUTRAJAYA, MALAYSIA

Thank you for accepting our invitation to share your expertise and experience with the participants of EBNIC2016. We want to make your presentation experience as pleasant as possible and, therefore have prepared the following guide.

GUIDES FOR ORAL PRESENTATION

1. Oral presentations should be prepared using MS-PowerPoint, and for a maximum of 30 min presentation for invited papers (25 min presentation & 5 min Q & A) and 45 min (40 min presentation & 5 min Q & A) in the case of plenary paper.
2. It is advised that all graphics and non-standard fonts be embedded in the presentation file.
3. The conference room will be equipped with computer, LCD projector and laser pointer.
4. Only Windows PC is available; Mac computer is not available. If you are using your own Mac computer, please inform the person at the oral presenters' desk.
5. You are advised to email your presentation to Dr. Mohd Mokrish Md Ajat (mokrish@upm.edu.my) or bring along your presentation slides on a CD or USB memory stick to the conference on 11 October 2016. The presentation file should be labeled with your name.
6. After registration on the morning of 11 October 2016, please drop by the Scientific Desk to confirm receipt of your presentation if emailed ahead or to have your presentation transferred to the conference computer.
7. Presentation files may be tested in the meeting room in the morning or during tea or lunch break on the day of the presentation. We encourage this so you can get familiar with the equipment and the room.

8. If you have other specific concerns regarding your presentation or the conference, please feel free to contact one of the following:

Dr. Mohd Mokrish Md Ajat : mokrish@upm.edu.my, +603-8609 3419

Dr. Rozaihan Mansor : rozaihan@upm.edu.my, +603-8609 3930

Assoc. Prof. Dr. Jalila Abu : jalila@upm.edu.my, +603-8609 3901