

**THE 7TH INTERNATIONAL SYMPOSIUM ON
DYNAMIC TRAFFIC ASSIGNMENT
"Smart Transportation"
6-8 June 2018, Hong Kong**

Organizers:



Department of Civil Engineering &
Institute of Transport Studies,
The University of Hong Kong



The Hong Kong University of
Science and Technology



Hong Kong Society for
Transportation Studies

INSTRUCTIONS TO PRESENTERS

1. SESSION ORAGANIZATION

The duration of each presentation is **25 minutes** of which 20 minutes will be allocated for presentation while the remaining 5 minutes will be used for questions and answers (Q & A). However, depending on the availability of time, Q & A will be handled flexibly by the session Chairperson. In some cases, Q & A will only be entertained at the end of each session.

2. ON-SITE PREPARATIONS

A LCD projector and a laptop computer will be available in each session room. Presenters may use their own computer or the laptop computer provided by the organizer for their presentations. Please note that our screen uses the **16:9** resolution.

Presenters are requested to show up in the designated presentation room **10 minutes prior to the session** for setting up and testing equipment. If presenters bring their own computer, please check the connection status between their computers and the projector with the organizer's helpers before the session start time. If presenters use the organizer's computer, please provide the presentation files to the organizer's helpers before the session start time. The presentation file should be saved on a USB device.

For a smoother transition between talks, it is suggested that presenters be seated in order in front of the session room. When a presentation is finished, the next presenter will move up to the podium and the session Chairperson will introduce the speaker for the next presentation accordingly.