



IGTC2019 Tokyo
November 17(Sun.)-22(Fri.), 2019
<http://www.igtc2019.org/>



Note to Speakers

Thank you very much for choosing IGTC2019 Tokyo as a conference to present your latest research developments. Please follow the instructions below at your presentation.

Speaker's Meeting

There will be a short meeting among the chairpersons and speakers just before each session. The speakers are requested to arrive at the session room at least **10 minutes** before the session starts. Please pass the **Speaker's Biographical Form** that you fill in to the session chairperson.

Speaker's Practice

Presenter ready room (Guest Room 4 on the 4th floor of the congress site) is reserved for speakers who wish to practice. Power supply will be available there.

Timing of Presentations

Each speaker is allotted **25 minutes** including introduction and discussion (a 20 minutes talk and a 5 minutes of discussion would be considered standard). Therefore, speakers are advised to finish their presentation within 20 minutes and remain at least 5 minutes for discussion. The remaining time is indicated by ringing the bell on the chairperson's desk as follows:

Ring once: 15 minutes from start of the presentation

Ring twice: 20 minutes from start of the presentation

Audio Visual Equipment

Each session room is equipped with a projector, a screen, a laser pointer, and microphones. Speakers need to bring their own PC for presentation and to check their materials in advance of their session. Session venues provide one HDMI and one D-sub projector cable connection. We recommend speakers prepare slides in 16:9 format however 4:3 format is also acceptable.

Journal Publication

Authors are encouraged to submit their papers for possible publication in the **International Journal of Gas Turbine, Propulsion and Power Systems (JGPP)**. Selected papers from IGTC2019 Tokyo will be recommended to the Editorial Committee of JGPP.

Assistance

A member of the Program Committee and some student assistants are assigned to each session room to assist your presentation.

Program Committee, IGTC 2019 Tokyo



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Speaker's Biographical Form

Please fill in this form and pass the session chairperson at speaker's meeting.

Paper No.	
Title of paper	
Name of speaker	<input type="checkbox"/> Prof. <input type="checkbox"/> Dr. <input type="checkbox"/> Mr. <input type="checkbox"/> Ms.
Affiliation	
Position and degree	
Brief personal history (Final education, professional career, etc.)	