General Session Guideline

1. General Information

- **General Information**:
  - **General Session Presenters will be assigned to each session for on-site presentation.**
  - All General Session Presenters are candidates for the GBCC Academic Award and your presentation will be judged on-site by the moderators and judges.
  - **If selected as the GBCC Academic Award recipient, we will inform you on April 24 (Fri.) afternoon as there will be an award ceremony at the closing ceremony, April 25 (Sat.) 17:45.**
- **Session Room:** RM 1 (Vista 1+2), B2F
- **Session Time**:

Session	Date	Time	Allocated Time per Presenter
General Session 1	April 23 (Thu.)	10:00 – 11:15	10 min Presentation + 4 min Q&A
General Session 2	April 24 (Fri.)	10:00 – 11:15	

* Make sure your presentation does not exceed the allocated time: 10 min

2. Submission Requirements

- **All General Session Presenters are required to submit the followings:**
  - ① **Presentation Slides (PPT) →** Submit via GBCC website **[My Page] – [Abstract] –[Upload PPT]**
- **Submission Deadline: by April 5 (Sun.)**
  - You can update your final presentation slides in the Speaker's Lounge (Preview Room).
  - Your slides may be uploaded on the GBCC Website upon your agreement.

3. Presentation Slides (PPT) Submission Guidelines

- **Follow the instructions below:**
  - **- Format:** Microsoft Office PowerPoint (.ppt), (.pptx)
  - **- Language: English**
  - **- Screen Ratio: 16:9** *(We highly recommend to use the GBCC Template. You can download GBCC Template on [My Page] -[Abstract]*
  - **- Font:** Use default font provided by MS Office such as Arial, Calibri, etc. in order to avoid any potential problems.
  - **- Video & Audio Files:** If you have videos or audio files in the presentation, please embed them and also bring files on USB memory stick or send it to your email as a backup copy.

4. Check-in at the Preview Room

- **Please ensure you visit the Speaker's Lounge at least 30 minutes before your presentation.**
- **Speaker's Lounge & Preview Room:** Ida 1 & 2, B1F
- **Operating Hours: April 23 (Thu.)** 07:00-18:00 / **April 24 (Fri.)** 07:00-18:00
- **All presenters are requested to preview the presentation in the Speaker's Lounge (Preview Room)** to make sure all elements on their PPT are appearing and working properly.
  - The computers in the session rooms are the same as the computers in the Preview Room.
  Therefore, IF THE PRESENTATION DOES NOT PLAY PROPERLY IN THE PREVIEW ROOM, IT WILL NOT PLAY PROPERLY IN THE SESSION ROOM.
  - Be sure to bring a backup copy of your presentation with you to the meeting. If you plan to upload files on-site, bring two copies. USB/Flash Drives are preferred.
  - All computers will be Window 10 based PCs with Microsoft Office PowerPoint 2019. Please note that internet access will not be available during your presentation.

5. Important Notes

- **Please be sure that presenting author must register for GBCC 2026 and pay the full registration fee by pre-registration deadline. Or, the abstract will be automatically withdrawn.**