

INTERNET ACCESS

All rooms at the New College have Ethernet sockets. To enable Internet access the participants will need to register their laptops with the New College IT office (opens on Monday morning, number 8 on NC map). Please make sure your laptop has an Ethernet socket and do not forget to bring an Ethernet cable with you.

INFORMATION FOR SPEAKERS

Lectures will be held in the main Lecture Theatre of the Inorganic Chemistry Laboratory, Oxford University.

A data projector ("beamer", 1024 768) and overhead projector ("transparencies") will be available. Speakers may use their own laptops or the PC provided (Pentium4 3.0 GHz with 512 MB RAM running PowerPoint XP under Windows XP Pro).

Please arrive at least 30 minutes before the start of your session to upload, set up and test your presentation. If you are planning to use the PC provided, please enable the "*Embed all fonts*" option when saving your presentation to avoid font and figure corruption.

POSTER SESSIONS

Poster sessions will be held in the Inorganic Chemistry Laboratory. All posters should be in A0 portrait format or smaller.