

Instruction for Oral Presentation

The conference program will be presented as a hybrid style meeting.

- An invitation email containing information about the login will be sent to the presenters/moderators through the Zoom system. The login URL will be included in the invitation email.
- We would appreciate it if you could conduct a test connection ahead of the conference.
- The Oral Free Paper is 7 minutes (5 minutes presentation, 2 minutes discussion).
- After presentation, the discussion time (a question-and-answer session) will be held according to the moderator's instructions.

[For those who will participate at the onsite venue]

- Please complete your registration of presentation data at the Data Pre-View Desk until 1 hour before your presentation time.
- Please be seated at the "next speaker's seat" at least 10 minutes before your presentation. The seat will be located forward near the podium.
- The slides which you have submitted in advance for the presentation are prepared on the computer of the podium. Please operate the slides by yourself. Please note that the presenter tool is not available.
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[For those who will attend online]

- Please join Zoom at least 20 minutes before your session begins.
- Please turn on the microphone and the camera only when you are speaking.
- The moderator will introduce the presenter at the beginning of each presentation.
- Then, the secretariat will start the presentation video. (In principle, you do not have to share your presentation by yourself.)
- After finishing the presentation, online viewers will send textual questions to the Q & A column, so please follow the moderator's instructions and answer those questions.
- The following environment is recommended.
 - Create the image resolution in XGA (1024 x 768).
 - Microsoft PowerPoint (2010-2016) can be used as the application software.
 - The fonts that come standard with Microsoft PowerPoint, Times, Arial are recommended.

[Precautions]

- Do not post, modify, distribute or reproduce copyrighted material, trademarks, portrait rights or other property rights in any way without the prior written consent of the owners of these property rights.
- Regarding citations, please specify the source of the citation.
- Please exert caution regarding the protection of personal information such as name, age, surgery date, etc. This could lead to the identification of an individual.

Instruction for Chairs

The conference program will be presented as a hybrid style meeting.

- An invitation email that contains information about the login will be sent to the presenters/moderators through the Zoom system. The login URL will be included in the invitation email.
- At the real time webinar, the recorded lecture will be presented, and speakers/chairs are requested to join the discussion time. The presentation and Q & A session will be delivered live.
- The general oral presentation time is 15 minutes. The Oral Free Paper is 7 minutes (5 minutes presentation, 2 minutes discussion).
- After presentation, the discussion time (a question-and-answer session) will be held according to the moderator's instructions. The online viewer will send questions in the Q & A column. The onsite participants will ask questions using the microphone at the conference hall.
- After the conference, the recorded video will be posted on the on-demand presentation page.

[For Chairs who will participate at the onsite conference venue]

Please be seated at the "next chair's seat" at least 10 minutes before the session will start. The seat will be located forward near the stage.

[For Chairs who will attend online]

- Please join Zoom at least 20 minutes before your session begins.
- Please turn on the microphone and the camera only when you are speaking. Please mute the microphone otherwise.
- Please introduce the presenter at the beginning of each presentation. Then, the secretariat will start the presentation video, or the speaker will start his/her presentation on-site.
- After finishing the presentation, please turn on the microphone and camera again. Online viewers will send textual questions to the Q&A column, and the onsite participants will ask questions using the microphone in the conference room. So please convey those questions and moderate the discussion.
- The following environment is recommended.
 - Create the image resolution in XGA (1024 x 768).
 - Microsoft PowerPoint (2010-2016) can be used as the application software.
 - The fonts that come standard with Microsoft PowerPoint, Times, Arial are recommended.

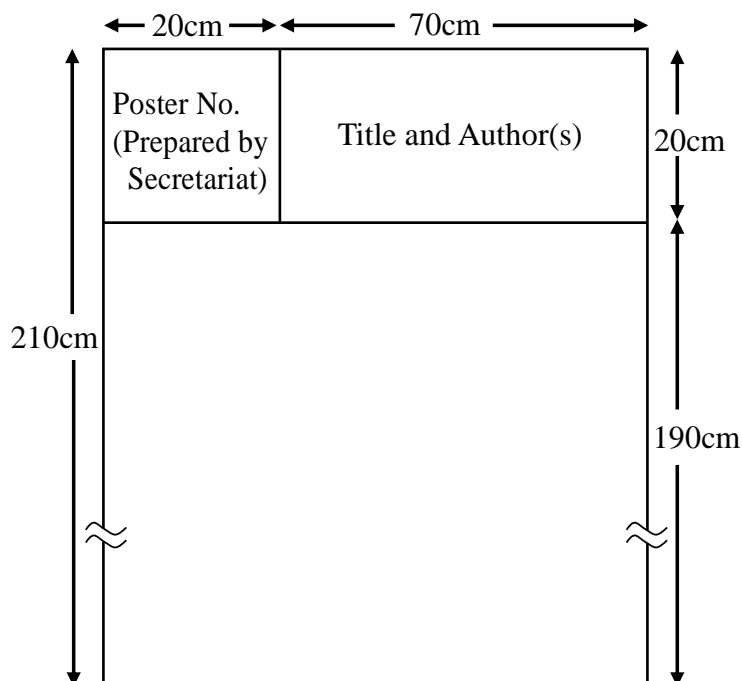
Instruction for On-Site Poster Presentation

[About presentation style]

- A panel width 90cm×length 210cm will be provided for each poster as following sample.
- Poster number will be prepared by secretariat.
- Title and author's name are required to be prepared by each presenter.
- Pins for display will be provided at each poster panel.
- Location: Poster Session will be located in (or foyer of) the Room 4, B2 Floor, The Prince Park Tower Tokyo.
- Schedule: On-site Poster Presentation is scheduled as follows.

Poster Attachment:	7:30-11:00 on December 17 (Friday)
Poster Presentation:	13:40-14:20 on December 18 (Saturday)
Poster Removal:	16:00-17:30 on December 18 (Saturday)
- Presentation Time: 5 minutes (3 minutes presentation; 2 minutes discussion) for each presentation.
- For those who have not removed posters until above removal time, please accept that the secretariat will discard any posters that have remained.
- Awarding Ceremony: The Awardees will be presented at the Closing Ceremony during 17:40-17:50 on December 18 (Saturday).

Poster Panel



Instruction for E-Poster Presentation

[About presentation style]

The conference program will be presented as a hybrid style meeting.

The presenters who are not able to attend physically to the conference venue, are requested to present as the E-Poster.

- Please submit PowerPoint presentation data beforehand.
- The E-Poster session will be available through APASL Oncology 2021 Website from the conference term.
- After the conference, the presentation will be posted on the on-demand presentation page.
- Please send your presentation (PowerPoint File 4:3) in advance to the secretariat as follows.
- Microsoft PowerPoint (2010-2016) can be used as the application software
- File size is limited to 20 MB
- The number of PPT slides is limited to 15 slides including the title and COI slides.
- Requested PowerPoint size is 4: 3
- Awarding Ceremony: The Awardees will be presented at the Closing Ceremony during 17:40-17:50 on December 18 (Saturday).

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- Do not post, modify, distribute, or reproduce copyrighted material, trademarks, portrait rights, or other property rights in any way without the prior written consent of the owners of these property rights.
- Regarding citations, please specify the source of the citation.
- Please exert caution regarding the protection of personal information such as name, age, surgery date, etc. This could lead to the identification of an individual.
- Please pay particular attention to images that may be considered problematic when viewed by the public at this conference.

If you have any questions, please contact the secretariat below.

Contact: APASL Oncology 2021 in Tokyo Congress Secretariat
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URL <http://www.apasl-oncology2021.org>

Awards

Excellent papers will be awarded as “Young Investigator Award”.

Awarding Ceremony: The Awardees of Free Papers will be presented at the Closing Ceremony during 17:40-17:50 (Japan Standard Time) on December 18 (Saturday).

Presidential Award

“APASL Oncology 2021 Presidential Award” will be awarded to whom performed the most excellent presentation in APASL Oncology 2021 to encourage to further their research and progress.

Young Investigator Award (Under 40 years old)

The purpose of the “APASL Oncology 2021 Young Investigator Award” is to praise outstanding examples of excellence amongst those involved in research training in the early stages of their career.

Contact

APASL Oncology 2021 Scientific Secretariat

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