

PRESENTATION GUIDELINES

WFC10 PRESENTATION MODES

- All papers at WFC10 are oral or short oral plus poster presentations.
- PL1 – PL4, PM1 – PM4 and PM1-PM4 are short oral presentations in the session rooms which are followed by presentations in front of the posters directly after the sessions. Presenters in these sessions must bring a poster and are requested to set up the poster upon their arrival after onsite registration. The poster handling guidelines are found in the paragraph -> "Poster Handling".
- All other sessions are 20 minute presentations.

PRESENTATION GUIDELINES

- All speakers must contact their session chairman in the congress room prior to their session
- 20 minute oral presentations include a 15 minute presentation in the session room followed by Questions & Answers
- Poster presentations include a short oral presentation of 5 minutes in the session room. The short oral poster presentation in the session rooms will be followed by individual presentations of the authors in front of the posters directly after every poster session. Authors with a short oral/poster presentation are asked to be present in front of their poster after their session and if possible during Congress breaks

POSTER HANDLING

- The maximum size of each poster is 90 cm wide and 1.20 m high
- All posters should include the abstract
- The lettering should be readable from a distance of 1 m
- Please bring your poster with you and put it up on the April 14, 2008 from 4:00 – 6:00 pm or latest on April 15, 2008 by 9:00 am
- The Organizer will provide material to set up the posters on poster walls

TECHNICAL EQUIPMENT

- Congress rooms are equipped with large screen projectors for PC presentations
- You can check your A/V presentation before the session in the Congress room
- A PC laptop is available in each conference room but it is recommended that you bring your own laptop so as to guarantee the smooth running of your presentation.

POWER POINT GUIDELINES

Slide Development Steps:

- Repeat design elements on each slide: layout, color scheme, & bullet style
- Keep titles and text spaced consistently.
- Be brief; use bullets not sentences. No Paragraphs
- Limit lines to 6-8 per slide.
- Leave space between lines for easier reading.
- Keep the typeface consistent.
- Limit to 2 typefaces in presentation.
- Arial is recommended.

Use common fonts. If you use one machine to develop your presentation but have to use another to show it, you may run into problems with the Presentation not supporting your font. The computer will try to approximate the font and is frequently inaccurate. Some of the most common fonts are: Arial, Times/Times New Roman and Courier.

- Avoid using all CAPS, except on title slide.
- Use **Bold**, Italics, or **Color** for emphasis.
- High contrast color for titles and text is easier to read.
- White or yellow on dark backgrounds.
- Black or dark blue on light backgrounds.
- Avoid busy backgrounds.

Graphics, Tables and Photos:

- Limit your Images to 1 per page
- Make images acceptable file size

Images can be processed of the smallest file size possible while still retaining acceptable quality... Reduce color depth by reducing the number of colors in the image. Many Scanned images or digital camera images have 16 million colors (eye sees about 256) by reducing the "color depth" the file size is exponentially reduced.

Physical size of the image can also be reduced to the true size of your PowerPoint slide. This will reduce file size by the same percentage you reduce the image. Approximate size of a PowerPoint slide is 7.5"x10".

- Don't make graphics complicated and avoid thin lines. Use bold and thick lines, dashes, dots.

Animation and Special Effects:

- Avoid using Special effects; they can be distracting for the viewer. If used they should have a purpose, such as to enhance or promote the point you are trying to make.

REGISTRATION

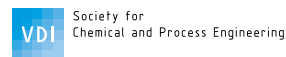
Presenters must register for the WFC10 Congress. Presenters register at the reduced early bird rate even after December 31, 2007. Please note that the early bird rate for presenters will apply although it is no longer shown when you register online at www.wfc10.com/registration.htm

If you have any queries before WFC10 please contact :

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Fax: +49 2132 9357 62
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web: www.wfc10.com

During the WFC10 Congress please contact the team at the Congress Counter in the entrance hall.

WFC 10 REGISTRATION FORM



April 14, 2008 – Short Courses · April 18 – Congress Plant Tours

April 15-18, 2008 – World Filtration Congress/Exhibition

Congress Center Leipzig · Messe-Allee 1 · 04356 Leipzig · Germany

Return to Congress Secretariat:

Filtech Exhibitions Germany
PO Box 12 25
40637 Meerbusch – Germany

Fax: +49 (0)2132 93 57 62

CONGRESS

	Date	Early Bird until 31.12.2007	Normal Price from 01.01.2008
<input type="checkbox"/> Congress Ticket	15.-18.4.2008	€ 735,-	€ 865,-
<input type="checkbox"/> Congress Ticket	15.4.2008	€ 330,-	€ 370,-
<input type="checkbox"/> Congress Ticket	16.4.2008	€ 330,-	€ 370,-
<input type="checkbox"/> Congress Ticket	17.4.2008	€ 330,-	€ 370,-
<input type="checkbox"/> Congress Ticket	18.4.2008	€ 330,-	€ 370,-

SHORT COURSES 14.4.2008

	Early Bird until 31.12.2007	Normal Price from 01.01.2008
<input type="checkbox"/> Short Course I – Particle Systems Characterization	€ 450,-	€ 490,-
<input type="checkbox"/> Short Course II – Dust Separation	€ 450,-	€ 490,-
<input type="checkbox"/> Short Course III – Multiphase-Flow-Simulation	€ 450,-	€ 490,-
<input type="checkbox"/> Short Course IV – Continuous Vacuum and Pressure Filters for Solid-Liquid-Separation	€ 450,-	€ 490,-
<input type="checkbox"/> Short Course V – Centrifuges for Solid-Liquid-, Liquid-Liquid and 3-Phase-Separation	€ 450,-	€ 490,-
<input type="checkbox"/> Short Course VI – Cross-Flow-Micro- and Ultra-Filtration	€ 450,-	€ 490,-

Plant Tours 18.4.2008

All prices per person	Code	Price	Number of Attendies
<input type="checkbox"/> Porsche Leipzig	A	€ 24,-	___
<input type="checkbox"/> BMW Leipzig	B	€ 16,-	___
<input type="checkbox"/> Vattenfall Europe Generation	C	€ 16,-	___
<input type="checkbox"/> Stora Enso Sachsen	D	€ 16,-	___
<input type="checkbox"/> InfraLeuna	E	€ 16,-	___
<input type="checkbox"/> DOW Chemicals	F	€ 16,-	___

City Tours

All prices per person	Code	Date	Price	Number of Attendies
<input type="checkbox"/> Coach Tour "Leipzig by bus"	1	13.04.	€ 19,-	___
<input type="checkbox"/> Walking Tour "Leipzig live"	2	14.04.	€ 8,50	___
<input type="checkbox"/> Coach Tour "Leipzig by bus"	3	14.04.	€ 19,-	___
<input type="checkbox"/> Day Trip "Meissen"	4	14.04.	€ 79,-	___
<input type="checkbox"/> Day Trip "Wittenberg"	5	15.04.	€ 84,-	___
<input type="checkbox"/> Walking Tour "Leipzig - City of Music"	6	16.04.	€ 8,50	___
<input type="checkbox"/> Day Trip "Dresden"	7	17.04.	€ 79,-	___
<input type="checkbox"/> Day Trip "Berlin"	8	19.04.	€ 89,-	___

All Prices inclusive 19% German VAT.

Participant

Mr. Mrs. Prof. Dr. Name, First Name

Company/Institution

Street/PO Box

Post Code, Town, Country

Phone

Fax

E-mail

Terms of Payment

Cheque enclosed

Bank Transfer

Credit Card Payment (CVC required)

AMEX

VISA

Mastercard

Card Number:

Cardholder verification code (CVC):

Cardholder Name:

Expiry date (MM/YY):

Accompanying Persons

In case you are accompanied by persons who wish to attend Plant or City Tours please indicate the name and Code/s of the tours they wish to attend.

booked Tour/s, Code...: Name, First Name

booked Tour/s, Code...: Name, First Name

booked Tour/s, Code...: Name, First Name

With my signature I acknowledge the rules and regulations of the WFC10 Congress.

Date:

Signature: