

Important Notice

Check in

- The conference reception desk will open at 5:00pm On March 24th, Friday.
- Please wear name tag in the conference hall.
- The reception desk is expected be crowded in the morning on March 25th, Saturday, when the EAFES2 opens. Those who check in on that day are highly recommended to come as early as possible. The reception desk will open at 8:00am in this morning.
- Registration for the 2nd EAFES Congress is still accepted on the website <http://www.esj.ne.jp/eafes2006/>. Please take notice that the discount for early registration will be closed on March 15, 2006. Those who register on or after March 16, 2006, must pay a higher fee on site. Payment by credit cards is not accepted after March 15. Only the payment by Japanese yen cash is accepted on site. US dollars and other currency are not acceptable, and please make exchange in advance.

Symposia

- The Organizing Committee provides only an LCD projector (true XGA, resolution 1024 x 768). The organizers should bring a personal PC which preloads presentation files of all the speakers.
- The organizers of each symposium should manage their symposium (time keeping, handling the presentation files, taking control of discussion) and conclude the symposium within the scheduled time. No extension of time is granted.

*Please note that the way of presentation in symposia has been changed from what was written in the second circular. The organizing committee provides the PC and projector for the oral presentation in sessions other than the symposia and workshops (see below).

Oral presentation

- Session rooms are equipped only with an LCD projector and a personal Computer. Windows XP. Microsoft PowerPoint Viewer and Adobe Acrobat Reader are installed on the PC. No overhead projector and slide projector are available.
- The use of your own PC is not acceptable. Resolution of the LCD projector is true XGA, 1024 x 768.
- Your presentation file should be sent in advance via e-mail and will be preloaded on the PC in your session room before your presentation. Microsoft PowerPoint is preferred, but an Adobe Acrobat PDF file will also work.
 1. Your Power Point file should be compatible to Microsoft PowerPoint 2002 on Windows XP. We are not responsible for using animation and font sets that are not standard on this OS. The files made in MacIntosh or older version of software might not work properly. We recommend you to confirm if your file works properly in the suggested hardware/software environment.
 2. The size of your presentation file should be less than 5 megabytes. Files whose sizes are smaller than 2 megabytes are highly recommended. Make sure to avoid including high-resolution photos or graphics, considering the computer screen resolution (1024 x 768).
- Deadline for submission of your presentation file is March 10th, 2006 (Fri.), via e-mail to jes53@agr.niigata-u.ac.jp. Subject of your email should be “the number of your presentation + the name of presenter.” If your presentation file is not sent to the organizing committee by the deadline, your presentation will be cancelled. If you need not use a PC and an LCD projector in your presentation, please notify the organizing committee via email to jes53@agr.niigata-u.ac.jp.
- Our mail server is set up not to accept attachments whose size is more than 5 megabytes. A file once accepted cannot be replaced. The names of your email and an attached file should be the number of your presentation + the name of presenter, for example, ED313ParkJiSung. Please attach the file and fill the subject line, but do not write anything in the body of your email.
- We send back a confirmation email within 3 days after receipt of your presentation file. If you do not receive the email in spite of sending us your

presentation file, please contact the organizing committee via facsimile (+81-25-262-6854).

- Each presentation at the contributed oral sessions should be 15 minutes long (12 minutes for presentation followed by a 3- minute question and answer). Sounds of a bell will inform you of elapsed times from the start of your presentation; first at 10, second at 12 and finally at 14.5 minutes, Please be strictly punctual.
- In the start of your presentation, an operator in your session room will operate the PC and show the first slide of your presentation. Then, you can operate the PC by yourself or you can ask him/her to operate the PC.
- Each presenter should take the chair of the next presentation to his/her presentation. A member of the organizing committee will take the chair of the first presentation in a session.

Poster presentation

- Poster hall is accessible from 9:00 on March 26. Please put your poster on the board during 9:00-10:30 and remove it during 16:00-17:00.
- The position of your poster is indicated by the number of presentation on the exhibition board in the poster hall.
- Each poster will be mounted on a 120cm width by 180cm high poster board.
- Each presenter should prepare pins or thumbtacks necessary for sticking your poster on the board. No Scotch tape or adhesive tape is permitted.
- As for the presentations which have applied for poster prize, the organizing committee will put a small paper showing "Applicant for Poster Prize". The prize-applicants who cannot find this paper, please contact a staff at the information desk for poster presentations in the poster hall.
- The core time of poster presentation is 12:30-14:00. Please stand by your poster and explain your paper on request of the audience during the core time.
- Announcement and commendation ceremony will be held in the closing ceremony on March 28. Those who applied for the poster prize should join the ceremony.
- The prize-winning posters will be moved to the special board along the passage

to the poster hall until the end of the meeting. The winner should bring your poster when you are going back home.

Poster prize

- The Organizing Committee of EAFES2 gives the poster prize for encouraging young scientists. The prize is managed by the local organizing committee of EAFES2 in Niigata, and authorized by the EAFES.
- The poster prize will be managed in the following way. Please prepare your poster, taking care of the following points.

1. Time for exhibition and explanation

Those who applied for the poster prize should put their poster by 10:00 on March 26 for prompt judgments. Presenters should stand by your poster and explain your paper on request of the audience during the core time (12:00-14:00). These points are requisites for judgments, and the authors who do not obey the rules will be excluded from the candidates of the prize winners.

2. Criteria of judgments

Since the posters are judged in the following viewpoints, please prepare your poster to meet these points.

(A) Quality of the Work

- 1) Is the work innovative and original?
- 2) Are the data enough and of high quality?
- 3) Are the analyses appropriate?
- 4) Are the discussion and conclusion valid?

(B) Visual Appealing

- 1) Is the title visually clear and appealing?
- 2) Is the summary clear and providing overall concept?
- 3) Is the poster arranged in visually catchy set-up?
- 4) Are the pictures and graphs clear and appealing?

(C) Presentation Technique

- 1) Does he or she speak clearly and logically?
- 2) Does he or she answer clearly and precisely to questions?
- 3) Does he or she give careful attention to the audience around?

The poster will be judged by anonymous judges with related ecological fields. They will visit your poster during the core time and rate your presentation, so

the applicant is asked to stand by his/her poster during the core time. It is welcome to stand by the poster longer, because judges can have plenty of time to view posters.

Banquet

- Enjoy the banquet in the evening of March 26, 2006 at Hotel Okura Niigata (Kawabata-cho 6-53, Niigata, Niigata 951-8053, Japan, Tel +81-25-224-6111, <http://www.okura-niigata.com./eng/index.html>).
- The place is located at the foot of the Bandai Bridge (a national important cultural property). It is an about 20-minute walk from Toki Messe to Hotel Okura Niigata. You should have enough time go there in time. Please consider the case of bad weather. It sometimes snows even in March.
- Do not forget to bring the ticket for the banquet. Pass the ticket at the entrance of the banquet hall.
- Please refrain from smoking at the place, and smoke in a smoking area.

Miscellaneous notice

- We provide a corner for your rest and lunch in a part of the poster hall from March 25 to 27. You can also have a rest and lunch at the Esplanade (a walk way) between the conference hall and Bandai-Jima Building.
- At the rest space in the poster hall, you can buy lunch boxes, and a counter for serving drinks will be prepared.
- Two kinds of lunch boxes both with tea are prepared. Prices are respectively ¥500 and ¥1,000 including tax. Since each lunch box contains fine food, please enjoy it.
- In Bandai-Jima building, there are some restaurants, but they are relatively expensive and no sufficient numbers of seats are available.
- On the second floor of Bandai-Jima building, there are a convenience store, a home delivery service, ATMs (of postal office, Dai-yon Bank, Niigata Shin-kin, and JA Bank), and a mailbox.
- All waste disposals during the meeting will be charged to the organizing committee. Please carry back anything you have brought in the conference hall.