General information and important hints for ISSE 2015

**Poster Hints:** Maximum size: A0, minimum size: A1; Please prepare your posters in the poster room on the first day (6th May, Wednesday) after the welcome dinner. The posters should stay on the standees until Saturday, and they must be taken off before Saturday 15:30. Adhesives will be supported by the organizers to stick the posters onto the standees.

**Poster presentation hints:** Short power-point presentation of the paper and the related poster is necessary, where the maximum available time is 3 minutes, otherwise the presentation will be closed by the chair. Recommended content of the short presentation is no more than 3 slides, otherwise it will be impossible to fit into the time limitations. The short talks must be presented in the main Conference Hall, then the session will continue in the Merlot Poster Hall.

**Poster presentation (PPT) recommendation:** The first slide is the opening slide, with name, title, affiliation, poster number. The second slide is recommended to be a short description of the problem and the experimental methodology, then the third may present the main results in short form. The purpose of the short presentation is to convince the audience to come to the poster for further interest, discussion and information exchange.

**Oral Presentation hints:** The oral presentation must not be longer than 15 minutes. Please try to summarise your results in 10-15 slides, then expect some questions and discussions at the end of your presentation.

**Copying presentations:** The PPT file of your oral/poster presentation should be copied to the conference laptop on the given day of your presentation between 8:00 and 8:45 AM from your own USB stick! The organizers will help you at the conference room.

**Parking facilities on the hotel grounds:**
- A designated parking area near the hotel entrance (at the reception) with a limited number of spaces under video surveillance (unguarded), available for an extra fee
- A 83-space garage under video surveillance (unguarded), available for an extra fee
- Free parking is available along the road to the main entrance of the Hotel, and also in front of the hotel's spa and outdoor bathing area under video surveillance (unguarded).

Sauna world, extra parking facilities, minibar, lounge bar, are optional and are not included in the conference price. The hotel will charge the extra costs, and all charges must be paid during the checkout personally by cash or by credit card. (Hungarian Forint – HUF – is the recommended currency.)

**Social programmes:** It is recommended to bring loungewear and swimsuits for the wellness programme on Friday. It is recommended to bring a sweater/jacket to the cultural programme on Saturday, while given parts of the Eger Castle and the Wine Cellar may be colder than the current weather temperature.

The buses will leave together on Saturday at 15:30; the collective gathering of the participants is scheduled for 15:15 at the reception. The hotel staff and the organizers will lead the ISSE team to the bus parking lot.

Since the Gala Dinner is expected to be finished around 23:30, an earlier bus will also be available for the ones who wish to go back to the Hotel earlier at 22:30.