

SEAC XXXIII Annual Meeting

Volos, Greece, 4-8 September 2026

Instructions for presentations

Room B1 is equipped with a HD (1920x1080p) projector, connected via HDMI. It also has additional tv panels to help visibility for those in the rear. Note that there will be no time to switch to your own computer in the multi-screen projection system of Room B1; you must use the pontium PC. Please avoid unusual fonts in your presentation.

Also bring along a stand-alone video file if you are planning to show any videos; do not just include them in the .pptx file, as by experience it can be a problem if our computer does not have the proper codec installed.

If you want to use unusual fonts (e.g. for other alphabets), please make sure that you include them in the .pptx file. You may find the option *Embed fonts in the file* in the menu FILE → OPTIONS → SAVE of PowerPoint 2019 and forward.

The similar projector in **Room B20** has broken down and we have replaced with an older analog system. Use the same instructions and we hope (this is holiday period in Greece) that will have it fixed in time. There are no additional screens in this room, so in theory we could change the computer; but good luck in finding one with a VGA connector if we haven't repaired the good one.

Instructions for posters

The posters will be placed on the walls outside Room B1. There are a series of glass panels on the corridor and most papers will be placed on them. The panels are of variable size between 80 and 120cm. Therefore, we would suggest to print on A1 vertical paper (84.1 cm high x 59.4 wide). If you need a horizontal format, please trim off the paper to 80 cm to make sure that it will fit in the smaller panel.

If you do not want to carry the poster with you, we can print it at cost. Price depends on the ink coverage of the page (€5–20), so a white background is far cheaper than a photographic one (and also recommended for readability).

You will also have time for a short presentation (5 minutes) at the last session of the conference, and also get and answer questions from the audience.

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