

Note to Chairs of Technical Session

Thank you for your willingness to act as a session chair. We would be grateful if you could take care of the following:

1. Please present yourself at the registration desk at least 15 minutes prior to the start of your session for your presence confirmation.
2. In the Final Program, please confirm the final schedule of presentation of papers in your session.
3. Please check the coversheets of the papers to be presented in your session, which are put on the chairperson's desk. If you have any questions, please ask speakers before your session starts.
4. Speakers in your session are asked to be in the session room and contact you at least 20 minutes before the session starts.
5. The chair will briefly introduce the speaker according to the coversheet and the theme of the paper to be presented (within 1 minute).
6. Presentation including discussion of each paper is limited to **20 minutes** in principle; **15 minutes** for presentation plus **5 minutes** for questions and discussion.
7. If speakers in your session do not appear, you can rearrange the session schedule; you may extend the presentation of other papers.

Thank you for your cooperation.

Program Committee of the STECH'09