

General information

Location of the meeting is Conference Center Woudschoten, Woudenbergseweg 54, Zeist.

- You are expected to arrive on the 27th of November between 9.00 and 9.30 a.m. so there is enough time for registration and mounting of posters.
- Please note that during the meeting the language will be English.
- During the meeting, staff members of the graduate schools will provide feedback on the presentation of lectures and posters.

Public transport – transfer to Woudschoten

On Thursday morning there will a bus at train station Driebergen-Zeist at **9.05 a.m.**, **9.20 a.m.** and **9.35 a.m.** to bring you – if you travel by public transport – to the conference center. At the end of the meeting a bus will go from the conference center to the train station at about **17.00 p.m.**

Instructions for the poster sessions

The size of the poster boards at Woudschoten is **1.10 m x 1.10 m**.

All posters will be mounted on the first day of the meeting and will remain on display during the entire meeting. In this way the posters can be viewed during the whole meeting, also outside of the regular poster sessions. There will be a poster session on each day, please check the program to see when your poster session is scheduled.

There will be chaired poster discussions in groups. Posters are organized in alphabetical order (but not the same as last year), to avoid that students from the same research group will be grouped together and to stimulate interactions between different research fields. (There is scheduled poster session time outside the chaired session so you are still able to view all posters.)

A poster session will consist of 5 or 6 posters and you will be given 5 minutes to explain your own poster. A senior researcher will be present to lead discussion and give you feedback on oral presentation and lay out.

Instructions for the Blitz presentation

As a blitz presenter you are expected to prepare a short, maximum 2 slides, power point presentation of your poster. A blitz is intended to **attract** people! It is not meant to show the audience your complete research project. Unlike previous years, however, this year we will focus on a more serious presentation. Your presentation should be maximally 90 seconds. Since there are many presenters and events during the meeting, we are on a tight schedule and time will be tracked very strictly. (After 60 seconds the first alarm will sound, followed by a second and final alarm 30 seconds thereafter. You will have to directly stop with your presentation after the second alarm.)

There are two blitz sessions, one on each day of the meeting. Please check the program to find out on which day your blitz and poster presentation is scheduled. The blitz presentation will proceed in the order noted in the program and your poster presentation is scheduled on the same day.

To avoid delays during the blitz sessions, we have reserved the first row in the lecture room for you. In addition, the blitz presentations from all participants will be arranged into one power point file prior to the meeting. You are kindly requested to send your blitz presentation to Marleen Sta (email: M.Sta@amc.uva.nl) **before November 15th, 2008**. Please include your last name in the filename of your presentation (e.g. blitz2008Sta.ppt). **You will be given the opportunity to check your blitz during the first coffee break on your day of presenting.**

Instructions for oral presenters

Each individual presentation is scheduled for maximally 15 minutes. Members of the organizing committee will be present with an alarm clock to keep track of time. After 11 minutes the first alarm will sound, followed by a second and final alarm 1 minute thereafter. After this second alarm there are 3 more minutes for discussion. Since the meeting has a very tight schedule, we kindly ask you to not exceed the scheduled time. Try to keep your slides to maximum 1 per minute. Each session of three or four presentations will be followed by a didactic moment (feedback).

Presentations will be given on a PC laptop using PowerPoint2003 and Windows XP.

Presentations in Windows Vista must be converted to Windows XP in advance! Participants with files from a MAC computer should check their entire presentation in advance on this computer to be sure that all animations and images appear as intended.

Presentations can be loaded onto this notebook during registration via CD or memory stick. Therefore presenters scheduled for Thursday morning should plan to arrive early. All presenters should have a back-up of their entire presentation (slides, figures, images) on a finalized CD or memory stick.

The computer will be available during registration, coffee breaks, etc. Presenters with additional questions or requiring sound should email e.hol@nin.knaw.nl.

Questions about the program or the meeting? Please contact Els Borghols, Graduate School Neurosciences Amsterdam Rotterdam, tel. 020 – 598 6925, els.borghols@cncr.vu.nl

The organizing committee

Els Borghols

Felisa van Hasselt

Erika van Hell

Elly Hol

Els Møst

Jeroen Pasterkamp

Evelien Platje

Marleen Sta

Nelleke Verhave

Jelte Wouda

Nils Zuiderveen Borgesius

Esther van der Zwaal