

## Annual PhD-meeting ONWAR 19 and 20 November 2009

The **program** of the meeting can be found in the [attachment](#).

### GENERAL INFORMATION

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

- You are expected to arrive on the 19<sup>th</sup> 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.
- The organizing committee can be recognized by a name tag, which will have a distinct colour.

### PUBLIC TRANSPORT – TRANSFER TO WOUDSCHOTEN

On Thursday morning buses from the Hoek company will leave from train station Driebergen-Zeist at **9.05 a.m.** (1 bus) and **9.25 a.m.** (2 buses) to bring you to the conference center (if you travel by public transport.) At the end of the meeting bus will leave 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 **1.20 m x 1.40 m (portrait)**.

All posters have to be mounted on the first day of the meeting and will remain on display during the entire meeting. A ground plan of the different poster groups will be provided at the meeting. There will be a poster session on each day, please check the program to see when your poster session is scheduled. Poster presenters are divided into groups based on research topic (e.g. Group: A (Addiction 1)).

Instructions for the poster sessions:

- 1) Meet at the first poster board in your session with all poster presenters in your group (So: Ruth, Nienke, Ping and Zsuzsika of group A meet at the poster of Ruth).
- 2) A feedback form for each poster/poster presenter will be handed out to you by the organizing committee at registration.
- 3) Decide who of you will chair the session and who will keep track of the time.
- 4) Each poster presenter presents his/her poster and discusses the poster content (e.g. set-up of experiments, results, conclusion) and lay-out with the rest of the group members (max 10 minutes, including discussion).
- 5) Fill out the feedback form for each poster together (with the group) and give this filled out form to the poster presenter at the end of each presentation.
- 6) Repeat 4 and 5 until all posters are presented.
- 7) Nominate one poster presenter of your group for the poster prize by putting only that feedback form in the designated box at registration desk. It should be very clear on this form, why this is the best poster presentation. At the end of the meeting all forms of nominated posters can be picked up by the presenter at the registration desk.
- 8) Go back to your poster so that other people who are interested in your work have a chance to talk to you.

If you prefer additional personal feedback on your poster lay-out, please contact Elly Hol or Jeroen Pasterkamp at the meeting.

Based on your nominations, last year's poster winner together with a few members of the organizing committee will decide who will win the poster prize. This will be announced at the end of the meeting on Friday.

### 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. You should focus on a 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 Felisa van Hasselt (email:

f.n.vanhasselt@uva.nl) **before November 10<sup>th</sup>, 2009**. Please include your last name in the filename of your presentation (e.g. blitz2009VanHasselt.ppt). **You will be given the opportunity to check your blitz during the first coffee break on your day of presenting.**

A prize for the best blitz, selected by the audience, will be announced at the end of the meeting.

#### **INSTRUCTIONS FOR ORAL PRESENTATIONS**

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 four or five presentations will be followed by a didactic moment (feedback). This feedback will be provided by Prof dr. Chris de Zeeuw (NIN Amsterdam and Dept. of Neuroscience Rotterdam) and Prof. dr. Matthijs Verhage (CNCR, VUA, Amsterdam).

A prize for the best oral presenter, selected by the audience, will be announced at the end of the meeting.

#### **Presentations will be given on a PC laptop using PowerPoint2003, Windows XP or Windows Vista.**

Please make sure you will have a .ppt file (and not a .pptx). Participants who created their presentation on a Apple/MAC computer should check their entire presentation in advance on the laptop at Woudschoten to be sure that all animations and images appear as intended.

Presentations can be loaded onto this laptop during registration via CD or USB 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 USB 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  
Caroline Bruinsma  
Felisa van Hasselt  
Erika van Hell  
Elly Hol  
Diane Nijholt  
Marie Orre  
Jeroen Pasterkamp  
Evelien Platje  
Zsuzsika Sjoerds  
Nelleke Verhave  
Jelte Wouda  
Esther van der Zwaal