



7th Symposium of ESES 2017
Thursday 6 - Saturday 8 April, 2017
Mathematical Institute, Oxford



Guidelines for Invited Speakers

Audio Visual:

The Andrew Wiles Building has a modern, fully functional Audio Visual (AV) system throughout. In the L1 lecture theatre, this consists of two large screens and projectors, which can project either from the built-in desktop, or from your own laptop via HDMI or VGA connection. Please be advised that Mac users will need to bring their own adaptor if they do not have these ports.

There will be no preview room available and to ensure the smooth running of the conference, speakers are requested to upload their presentations in the Lecture Theatre the afternoon prior if they are speaking in the morning session and if they are speaking in the afternoon session then to upload in the morning breaks on the same day. As a speaker you are responsible for ensuring that you report and upload your presentation in the requested timeframes.

If your presentation requires particular non-standard software, please check with us prior to the symposium whether the desktop can accommodate it, as The Andrew Wiles Building cannot download software to their machines and you may need to present from a laptop. The PC runs on Office 2010.

If you would like to submit your presentation in advance of the meeting then please email events@maths.ox.ac.uk, and send your presentation as a power point. The venue have requested not to use embedded video as it will not run on their systems - this can either be uploaded so it can be found online, or to use your own laptops.

There are two handheld microphones, two clip-on microphones, and one microphone built into the lectern. Also provided will be a laser pointer and slide advancer.

The Andrew Wiles Building has wi-fi internet access available within the building using The Cloud (self-service sign up subject to The Cloud terms and conditions)