



INSTRUCTIONS FOR AUTHORS – CIE 2015

1. Preparation of your Paper for the Proceedings

Use only the template which can be downloaded [here](#).

The proceedings will be published only electronically and can include coloured figures. Please note that you have to sign and submit the [Copyright Agreement](#) together with your paper. Without Copyright Agreement your paper cannot be published in the proceedings.

2. Submission of Papers

Papers should be submitted as DOC and PDF files to session2015@cie.co.at. Please note that the paper shall not have more than 10 pages, that the files should not be protected, and that the size of the DOC and PDF files should not exceed **15 MB in total**. In case the files exceed this size, please contact us at session2015@cie.co.at for further guidance. The deadline for electronic submission of papers is **May 17, 2015, 23:59 CEST**.

By submitting your paper you agree on its publication in the proceedings.

3. Presentation of Oral Papers

The total time allocated to a presentation is 20 minutes; 15 minutes for talk, 5 minutes for discussion. Authors are requested to hand out their PowerPoint presentation at the CB Conference Office **one day prior to their presentation**. Authors who have their presentation on the first conference day (Monday, June 29) are requested to hand out their PowerPoint presentation at the CB Conference Office **in the morning of that day**.

Please read the [Guidelines for Oral Presentation](#) carefully!

4. Presented Posters

Authors who have been assigned a “Presented Poster” may give a summary of their paper in a 5-minutes presentation in front of the audience within a presented poster session. After the session the authors present their poster within the poster session in the dedicated poster room. Authors are requested to hand out their PowerPoint presentation at the CB Conference Office **one day prior to their presentation**. Authors who have their presentation on the first conference day (Monday, June 29) are requested to hand out their PowerPoint presentation at the CB Conference Office **in the morning of that day**.

For your short oral presentation please read the [Guidelines for Oral Presentation](#) carefully!

For your poster presentation please read the [Guidelines for Poster Presentation](#) carefully!

5. Presentation of Posters

Due to the large number of posters there will be 3 poster sessions. You will be informed in due course which poster session you are assigned to and when and for how long you have to mount your poster.

Official Poster session times: **Monday, June 29, 2015, 16:10 – 17:40**
Wednesday, July 01, 2015, 14:00 – 15:30
Thursday, July 02, 2015, 11:10 – 12:40

Please read the [Guidelines for Poster Presentation](#) carefully!

6. Key Dates

Paper Submission Deadline: **May 17, 2015, 23:59 CEST**
Submission of PowerPoint Presentation: **One day prior to the presentation**
Exception for presenters on Monday, June 29:
In the morning of that day
Mounting of Posters: **Details in due course**