**SETC2017 Guidelines of Poster Sessions for Challenging Exploratory Study**

At SETC 2017, poster sessions are held to promote the challenging exploratory study which does not have sufficient experimental data but which is very innovative, by exchanging information with researchers in academia and engineers in Industry. However, only commercial of products are not allowed. The space will actively attract customers because it is positioned in the exhibition floor and coffee break are also in exhibition floor.

Applicants related to researchers and engineers in companies and institutes who wish to participate in poster sessions should submit applications by E-mail as following the guidelines below. Please note; however, that if we receive many applications, all may not necessarily be approved. If you have any question, please do not hesitate contact us (E-mail: setc2017@jsae.or.jp).

|  |  |
| --- | --- |
| Outline | ● Venue  Jakarta Convention Center, Jakarta, Indonesia  ● Schedule  Morning and afternoon on November 15, 2017  Morning and afternoon on November 16, 2017  Morning on November 17, 2017  ●Number of booths  10 booths \*The layout of booths will be determined by the secretariat.  ● Target:  Researchers and engineers in companies and institutes, who have registered to attend SETC 2017  ● Official Language  English  Please stay in the poster session floor during coffee break and answer questions from the participants of conference. The short presentation of poster (about 5 minutes) is requested. Time for presentation will be informed during the conference. |
| Standard Booth Specifications | ● Poster boards and thumbtacks for panel attachment are supplied  Board size: 900 mm (W) ×2,100 mm (H)  ●Attachments  Desk with white cloth: 1 / Chairs: 2  Electrical power outlets: 2 (AC 220 V; maximum: 500 W) |
| Booth fee | ● Free  Although the booth fee is free, presenters must register to attend SETC2017. |
| Application | ● Application Deadline:  September 1 (Friday) 2017  ● How to apply:  Please fill out the attached application form, complete with a signature and E-mail to the conference secretariat. |
| Conference  Secretariat | E-mail: [setc2017@jsae.or.jp](mailto:setc2017@jsae.or.jp) |

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Application Form of Poster Session** **for Challenging Exploratory Study**

We hereby apply for poster space at the 2017 Small Engine Technology Conference (SETC 2017) as described below:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Table** | Required / Not required | | **AC outlets** | Required / Not required | |
| **Chair** | Required / Not required | |  |  | |
| Company or Institute |  | | | | |
| Department |  | | | | |
| Preferred Date of the Exhibition  Check inside the parenthesis ( ) before the preferred date(s). | **( ) 15 (Tue.) ( ) 16 (Wed.) ( ) 17 (Thur.)**  If you prefer to present on two or three days, check the parentheses of continuous days. | | | | |
| Person-in-charge | Name |  | | | |
| Position |  | | | |
| E-mail |  | | | |
| TEL |  | | FAX |  |
| Signature |  | | | |

|  |
| --- |
| Research Title |
|  |

|  |  |
| --- | --- |
| Conference  Secretariat | E-mail: [setc2017@jsae.or.jp](mailto:setc2017@jsae.or.jp) |

Application deadline: **September 1 (Friday), 2017**

|  |
| --- |
| Abstract of research (within 1 page including figures and tables) |
|  |