

Instruction for preparation of your power-point presentation

First of all, ATRANS would like to express sincere gratitude to you for the kind acceptance to deliver a keynote lecture in the 2nd ATRANS Symposium which will be taken place on 27-28 August 2009 at the Imperial Queen's Park Hotel, Sukhumvit 22 Road, Bangkok, Thailand.

In this year symposium, ATRANS is honored by numbers of distinguished speakers from many countries across the continent including Hong Kong, Japan, Switzerland, Thailand and Vietnam to deliver keynote lectures in the symposium. This has made ATRANS having a total number of speakers more than 20 persons in only a day of the event. Special thanks to the distinguished speakers for making this happened. ATRANS believes that participants who will participate in the event will definitely gain numerous knowledge and experiences as well as information interchange with one another.

To help us smoothing the symposium event and in order to ease speakers for preparation of their power-point presentation, please kindly follow the instruction below:

[1] Time allocation for each presentation

Since there are a large number of speakers devotedly and voluntarily making presentations in the symposium event on 27-28 August 2009, ATRANS has done its best to allot the time to fit with the program, see also the attached program. Hence,

- Each presenter will have 20 minutes for presentation and there will be 10 minutes provided for questions & answers at the end of the session.
- Please kindly develop your presentation to fit with the time allotted.

[2] Structure of Presentation

The speakers/ presenters may arrange their ppt. presentation as follows:

- 1) Introduce situation and problems concerning the presentation topic.
- 2) Present what have been done and are doing and plan to do in the future
- 3) Explain from your perspective point of view: what should be done in coming future or immediate remedial action or necessary researches in future or required collaborative work for interdisciplinary research and expectation for ATRANS activities, etc.

[3] Instruction to develop Power Point Presentation

- 1) Number of slides: The maximum number should be no more than 20 pages
- 2) Language: English and Thai

- 3) Note that for Session 1, the speakers/presenters may present their ppt. presentation in Thai as preferable.

[4] Submission of ppt. presentation file

ATRANS will distribute symposium's reading materials to all participating audiences. To help us organizing the event smoothly, please submit your ppt. presentation in e-file no later than 10 August to noynoifukuda99@gmail.com. The slides should be in ppt. format.

Note that when submitting the electronic ppt file, please kindly submit your CV with picture if available so that the session chair can introduce you to the audiences correctly and properly.

[5] ATRANS Symposium Background

To assist speakers, the following information might help you to grasp an idea of the ATRANS symposium event.

Theme:	“Transportation for Sustainable Development under Global Financial Crisis: Opportunity or Disaster?”
Date:	27-28 August, 2009
Time:	9:00 – 17:30
Venue:	Imperial Queen's Park Hotel, Soi Sukhumvit 22
Objective:	To have academic, researchers, policy makers, practitioners, students and public gathered together for exchanging opinions and ideas with ATRANS members
Target participants:	Government sector, i.e., MOT, MRTA, BMA, OTP, NESDB, DOH, DOR, MRTA, BTS University professors and students, school pupils Research Institutes, Hospital, NPOs Private sector Media
Number of participants:	apprx. 200 persons
Activity during the event:	Opening and welcoming messages Keynote lectures and research project presentations Student paper presentations

Awarding essay & painting competition

Poster / exhibition booth (e.g., promote collaboration between ATRANS and its member institutions, safety riding simulator corner, etc.)

Reception & Farewell parties

Materials distribution: All reading materials related to the symposium

Expected outcome: ATRANS can be recognized by academic society

The members and invited participants can develop and expand networking with one another.

The members and participants can exchange opinions, knowledge and information which can enhance its pool of transportation information at ATRANS.

ATRANS expects that this activity will have an influence over local, national and global levels in the future.

Remark: See symposium program attached.

Poster Session

To return appreciation, ATRANS provides some spaces in the Poster Session for the speakers to PR or publicize their organizations / institutions or research works with an area of 2.5 sqm.X2.5 sqm., with free of charge.

Those who wish to participate in the poster session activity or need more information please feel free to contact secretariat office at 02-661-6248 or e-mail to Ms. Suwanna at pake99@gmail.com and Mr. Visarut at visszy@gmail.com.

Thank you very much beforehand for your kind cooperation and contribution extended to ATRANS. ATRANS looks forward to meeting you all in the 2009 Symposium soon.