HKERA-APERA International Conference 2023
香港教育研究學會暨亞太教育研究學會 2023 國際會議

Presentation Guidelines 論文發表指引

Paper Presentation 論文發表

Each presenter will have 20 minutes for the paper presentation, including 5 minutes for Q&A. We encourage presenters to speak for no longer than 15 minutes, reserving a considerable amount of time for comments or questions.

每篇論文的發表時間為 20 分鐘，其中包括 5 分鐘的問答時間。我們鼓勵發表者發言不超過 15 分鐘，為評論或提問預留時間。

Symposium Presentation 座談會

The full session of 90 minutes will be dedicated for the symposium. Individual presenters should co-ordinate among each other in advance for the format of the symposium and allocation of time.

每場座談會的時間為 90 分鐘。發表者應預先就座談會的形式和時間分配互相協調。

Important Notes to Presenters 發表者注意事項

1. A projector and a desktop computer with Windows 11 and Office 2019 will be provided.
   大會提供一部投影機和一部運行 Windows 11 和 Office 2019 之桌面電腦。
2. Save the presentation materials in a USB flash drive and bring it to the conference.
   儲存發表內容於 USB 快閃隨身碟內並帶至會議場地。
3. If you plan to disseminate full papers and/or presentation handouts to the audience, please prepare about 15-30 copies and pass to the conference assistant at the venue of your presentation. Due to limited resources, photocopying services will not be provided at the conference venue.
   如欲派發論文全文及／或講義給與會者，請帶備約 15-30 份複印本，交給房間內的工作人員代為派發。資源所限，大會不會提供影印服務，敬請留意。
4. Presenters using their own notebook computers, especially mac, should bring an adaptor for video projection. A HDMI/VGA cable will be provided at the venue. (As reported, Mac computer is not functioning well in venues on campus so it is not advisable to use mac computers in your presentation)
   發表者若使用個人筆記簿電腦，請帶備接駁投影機之轉接器。大會提供 HDMI/VGA 線。（因蘋果電腦制式未能在校園電腦正常顯示，大會建議發表者勿攜帶蘋果電腦作發表）
5. If you would like to try on the presentation equipment earlier, please note that the room can be used 15 minutes or earlier before the session unless it is being occupied by presenters of the former session.
   除遇房間仍被上一環節佔用的情況外，房間將於環節開始前 15 分鐘開放，發表者如有需要，可提前到房間自行試用演講器材。

All presenters are strongly encouraged to respect the time limits of your presentation to ensure a smooth proceeding of the conference.
請所有發表者遵守您的發表時限，以確保會議順利進行。