

Guide for Oral and Poster Presentations
The Agricultural Economics Society of Japan Annual Meeting 2019
(Yayoi Campus, Faculty of Agriculture, The University of Tokyo)

Important Notice

- The oral and poster presentation session will be held on March 31st, 2019 (Sunday).
- The first author and corresponding author are required to be members of the society at the presentation. Please be sure to have the membership status by January 2019. The AESJ website will open for the registration procedures. (A student member in 2017 who is to be nominated as the first or corresponding author is required to extend his/her membership in 2018, because student membership is valid for only one year.)
- The first author (presenter) must register at the reception desk on the presentation day. Particularly, the presenter of the poster must come by 9:00 a.m. (refer to item 2(3)).

1. Oral Presentations

(1) Time allocation

Each presentation is allocated for 25 minutes: 17 minutes for speech and 8 minutes for Question and Answer session. The first bell rings when 15 minutes have passed. The second bell rings when 17 minutes have passed as a signal for the end of the speech. The third bell rings when 25 minutes have passed as a signal for the end of the whole presentation.

(2) Presentation time

Presenters must follow strictly the time allocated to your presentations. The presentation should start just after the previous one finished. The chair is going to provide a warning when the presentation is not running on time.

Presenters may not be entitled to submit to *Japanese Journal of Agricultural Economics (JJAE)* as “Research Letters” when they disobey the chairs’ directions and/or present inappropriately.

(3) Use of projectors

Presenters who want to use projectors are required to send PDF files by e-mail. **The deadline is 17:00 on Friday, March 15th, 2019.** The e-mail address will be posted on the website of our society in the middle of February, 2019. The file is not allowed to be replaced later. The member list who sent PDF files will be posted on the website of our society after March 18th, 2019.

Only the PDF file whose slide size is A4 or Letter landscape will be accepted. In case of using the fonts other than the standard Windows fonts (Times New Roman, Century and Arial), those fonts should be embedded in the PDF file. Animation and sound effects cannot be used.

The file-name should be “Oral presentation (Number of venue, Membership ID, Name of the first author),” for instance, “Oral presentation (No. 3, 0312223333, NOKEI Taro).” The number of venue will be informed in the middle of February, 2019 on the website of our society.

The subject of the e-mail to send the PDF file should be “Submission of the oral presentation file (Number of venue, Membership ID, Name of the first author),” for instance, “Submission of the oral presentation file (No. 3, 0312223333, NOKEI Taro).”

Laptop computers will be provided by the venue. Presenters will not be able to use their own computers.

(4) Preparing copies

Prepare sufficient copies (at least 30 copies) of the handout if you wish to distribute on the day of the presentation. Note that presenters cannot copy their handout at the meeting venue, and should keep them up to the presentation. Neither the registration desk, the executive committee office nor the secretariat office keeps the copies.

2. Poster Presentations

(1) The poster must be prepared in accordance with the layout sample shown in the appendix of this guide.

(2) The schedule table for the poster presentation (venue and time) will be posted on the website of our society in the middle of February, 2019.

(3) Please put up your poster in the fixed location of the meeting place by 9:00, March 31th, 2019 by yourself. Neither the registration desk, the executive committee nor the secretariat office keeps it.

(4) Presenters are recommended to prepare copies of the manuscripts and name cards; however, desks to put the copies on cannot be provided.

(5) Candidates for Best Poster Award(s) should give a ten-minute oral presentation (a 7-minute speech and a 3-minute Q/A session) at a specified time by the AESJ. The presentation time will be announced on the website of our society in the middle of February, 2019. In addition, at least one author should be present at the poster and explain/discuss their work with delegates during assigned discussion period (9:00~16:00).

(6) Best Poster Award(s) will be granted based upon the comprehensive evaluation of the manuscript, the poster and the presentation. The ceremony for the Award(s) will be held during time 16:00~16:10. The list of winner(s) will be announced around the registration desk after 14:00. If the winner(s) cannot attend the ceremony, please inform a staff in front of the desk.

(7) The posters should be removed by 17:00.

Appendix: Construction of Poster

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	<p>Optimal Behavior of Rice Farmers in the Imperfectly Competitive Land Lease Market in Japan: With a Focus on Transaction Costs and Uncertain Returns on Land Lease Investment</p> <p>Ueo Aiue^{1*} and Tsuteto Tachi²</p> <p>¹ Kakiku University, ² Sashisu Center</p> <p>Corresponding author*: E-mail address</p>
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- 1) The size of poster shall be A0 (h:1188mm×w:841mm) . If printing in A0 size is difficult, connecting plural papers to A0 size is accepted.
- 2) The panel for displaying poster will be prepared by AESJ.
- 3) The upper-left corner of the poster (the space with # in the above sample, h: 150mm×w:200mm) should be left blank for showing the presentation number.
- 4) The font size and location of title, authors, and affiliations are freely selected by the authors. The corresponding author should be specified with * after the name.
- 5) The e-mail address of corresponding author should be given in the poster.
- 6) The poster shall be prepared in an easy-to-understand manner. Please select the minimum font size so that audiences 2 m away from the poster can read (approximately 28point or larger).
- 7) Please make figures and tables easy to understand. Pictures are also acceptable.