

FAQ's

: How can I attend Conference?

You could attend conference in the following forms:

- Submit an abstract or a paper via the paper submission system, after confirmation, related registration instructions would be sent to you to guide the registration process;
- Without paper or abstract submission, you could write an e-mail to us via conference website and confirm about the participation information, after confirmation, related registration instructions would be sent to you to guide the registration process;

Can I register for only one part of the conference session? Unfortunately no, registration for full conference is required if you want to attend the conference.

What if I'd like to bring a guest? Surely, a guest is warmly welcome to participate in conference, and for the registration of accompanying person, please refer to Participants Guidance – Registration

I have special dietary needs; how can I request special meals? Normally, the meals provided by the conference are Buffet lunch, and round-table banquet is provided for the lunch during the conference days, you could choose the dishes you like.

I need a Visa to travel. How do I obtain a letter of invitation? Please complete your conference registration and payment. After doing so, you could consult conference secretary to get the invitation letter. Please note: As visa requests can take several weeks, registrants are strongly encouraged to apply for the Letter of Invitation no later than 2 months prior to the conference.

What is the Language of Conference? The language of the conference is English and all presentations will be made in English.

What is the format of the conference? The conference format will include plenary speakers, keynote speakers, Invited speakers as well as contributed oral, poster presentations and Exhibitions, etc.,

Do I require a visa? Yes, you need VISA, if you are travelling from overseas.

Where do I register when I arrive at the Conference? The registration desk is located on the ground floor of the Venue. Please direct any questions you may have regarding registration, session attendance or other elements of the conference to staff at the desk. The registration desk will be available at the conference hall during all conference days.

How do I gain entry into the Conference sessions? Delegates and exhibitors will be provided with an individual name badge, which will give you access to all sessions and social events that you have registered to attend. This must be worn at all times within the conference venue.

Do I receive a Conference handbook and satchel? All delegates will receive a conference satchel and pocket program when registering at the Conference desk. The satchel will include Scientific Program copy, Abstracts book copy, Pen and promotional information from our sponsors.

Conference WIFI? Delegates have access to complimentary WIFI during the conference. Please see the organizing staff at the registration desk to obtain the password.

How will I know if there have been any changes to the program? In the lead-up to the Conference small updates will be made to the program. See the latest version on the website. Any changes to the Conference program during the Conference will be announced at the beginning of the session. You may also check with Scientific Techno Visions staff at the registration desk.

Can I photograph or record the Conference sessions? Delegates are not permitted to use any type of camera or recording device at any of the sessions unless written permission has been obtained from the relevant speaker. A professional photographer will be at the conference, if you have any issues with being photographed please notify the photographer or organizing staff.

Can I bring my children? As an equity and diversity initiative in support of delegates with parenting or caring responsibilities, a private room will be available at the conference venue for parents with young children. Please note that this room will not be staffed. Attendees are not permitted to utilize this room for babysitting services.

What is included in my registration? Registration includes attendance at all sessions during the days of conference. Registration also includes the conference satchel, name badge, lunch, morning and afternoon refreshments and entry to the Welcome Reception and Conference Dinner.

I am a speaker, what should I do? Please bring your PowerPoint presentation with you when you register. All speakers should present themselves to the Speakers Preparation Room, at least 1hr prior to their scheduled presentation time, to upload their presentation. Speakers are also requested to assemble in their session room 5 minutes before the commencement of the session if possible, to meet with their session chair and to familiarise themselves with the room and the audio visual equipment. A technician will be present in the room at all times. There will be facility to test and modify your presentation if required within the Speakers Preparation Room.

I am a poster presenter, what should I do? All authors are asked to be alongside their poster during their poster session. The Poster Session is marketed as an opportunity for delegates to approach the author of the poster and ask questions or discuss any element of the information displayed.

Posters must be no larger than A0 (84 cm wide by 119 cm long) portrait/landscape. We encourage presenters to provide their own Velcro 'hooks' to display the posters.

Presenters must bring their poster with them to the Conference and advise Scientific Techno Visions staff at the registration desk when they arrive.

I would like to change or cancel my accommodation booking? Please email Conference Secretary to cancel or change your accommodation prior to the Conference. If you need to cancel your accommodation booking within 30 days of your arrival date any cancellation fees will be subject to the hotel cancellation policy. Therefore, no accommodation refund can be guaranteed within 30 business days of the Conference. If you alter your accommodation booking after you have checked in, please deal directly with the hotel. If you arrive 24 hours later than your indicated arrival day, charges will apply.

Does registration fee include Insurance? Registration fees do not include insurance of any kind. It is recommended that participants take out their own general travel insurance. It is suggested that the insurance policy should also cover loss of fees/deposit, airfares, accommodation charges, medical expenses, loss or damage to personal property and repatriation expenses. The insurance should cover loss arising from the cancellation of the conference by the organizers or a person's inability to attend due to any reason whatsoever. No responsibility is taken by the conference managers for any person not holding insurance.

Various components of this event are being handled by Scientific Techno Visions. Scientific Techno Visions may be contacted regarding any matters relating to the event management. Further information about the Scientific Techno Visions can be found at the following website <https://www.scientifictchnovisions.com/>