# XIV CercleS International Conference 2016
## Enhancing Learners' Creative and Critical Thinking: The Role of University Language Centres
### 22-23-24 September 2016
### University of Calabria - Italy

We are very pleased to welcome you as a presenter at the **XIV CercleS International Conference**. To facilitate the organization of the Oral Presentations, we have included some information that we think will be useful for you.

## Oral presentations

The presentation should last **20 minutes**, with an additional **10 minutes for discussion**. We suggest that you arrive at your presentation room at least ten minutes before the beginning of the session to give yourself time to set up your presentation and check the AV equipment.

Please bring your presentation on a USB stick or send it by email (**strongly recommended**) before **Friday 16 September** to CercleS2016@unical.it  (Subject: Oral Presentation: Name and Title)

A laptop will be available in each room. Please do not use your own laptop.

If you have handouts, please bring sufficient copies since there will be no copiers available at the conference.

After the conference, we would like to upload all presentations on our website. We will ask for your permission when you register.

**Technical equipment**

All conference rooms are equipped with the following:
- Laptop or Work Station
- Projector (maximum resolution 1024x768) with SVGA standard interface
- Microphone

*Laptop configuration:
  Microsoft Windows 7 or Microsoft Windows 10 - Microsoft Office 2010 (on Windows 7) or Microsoft Office 2016 (on windows 10) - Open Office 5.1 - Chrome and Firefox browser - Multimedia plug-ins: Quicktime, Adobe Reader - Adobe Flash, Adobe Shockwave, Java 7 Internet access, audio, CD-/DVD-ROM

If you need any additional equipment (e.g., SVGA/HDMI adaptors or APPLE supports), please inform us by **Saturday 3 September**.

IT support staff will be on standby in every room.

If you have any questions, please do not hesitate to contact us at **CercleS2016@unical.it**