議事規則/ **Conference Rules**

（**1**）　專題演講來賓提問與回應/ **Q&A for the Keynote Speech**

1. 開放討論時來賓提問以2分鐘為限, 1分鐘時按鈴一聲, 2分鐘時按鈴兩聲, 超過每30秒按一聲。

   You have 2 minutes to ask your question. The bell rings once at the first minute. The bell rings twice at the second minute. After that, the bell rings once at 30-second intervals.

（**2**）　研討會議事規則/ **Conference Rules**

1. 主持人引言時間2分鐘.

   For moderators, please limit your introductory remark within 2 minutes.

2. 每篇論文發表人發言時間為10分鐘, 8分鐘時按鈴一聲, 10分鐘時按鈴二聲, 超過每1分鐘按鈴一聲。

   For presenters, please limit your presentation within 10 minutes. The bell rings once at the 8th minute. The bell rings twice at the 10th minute. After that, the bell rings once at 1-minute intervals.

3. 每篇論文評論人發言時間為5分鐘, 4分鐘時按鈴一聲, 5分鐘時按鈴二聲, 超過每1分鐘按鈴一聲。

   For commentators, please limit your comments within 5 minutes. The bell rings once at the 4th minute. The bell rings twice at the 5th minute. After that, the bell rings once at 1-minute intervals.

4. 開放提問時來賓提問以2分鐘為限, 1分鐘時按鈴一聲, 2分鐘時按鈴兩聲, 超過每30秒按一聲。

You have 2 minutes to ask your question. The bell rings once at the first minute. The bell rings twice at the second minute. After that, the bell rings once at 30-second intervals.

5. 學者綜合回應以2分鐘為限。2分鐘按鈴兩聲, 超過每30秒按鈴一聲。

For presenters to respond, please limit your responses within 2 minutes. The bell rings twice at the 2rd minute. After that, the bell rings once at 30-second intervals.

（**3**） 會場來賓需知/ **Reminder to the Guests**

1. 來賓於開放討論發言時, 請先報告服務單位及姓名。

Please state your name and affiliation before you speak.

2. 會議進行中, 請將手機關閉。

Please turn off your mobile phone during the meeting.

3. 會場及校區內全面禁煙。

Smoking is prohibited in this venue and on campus.

4. 會議中請勿攜帶食物及飲料進入會場。

Food and beverages are not allowed in this venue.