

**Guidelines for handling presentation materials (conforms to AGU guidelines)**

May 6, 2020

The basic guidelines for handling the presentation materials at the JpGU-AGU Joint Meeting 2020 virtual meeting are given below. These apply to all the materials (“slides,” posters, videos, audios) presented at all the scientific sessions and all events such as lectures, seminars and business meetings.

1. Online presentations
  - 1.1 Screenshots and copies of slide screens (static shots) may be captured and kept for personal use. However, materials obtained in this way may not be shown or distributed to other participants or non-participants without the consent of the author(s).
  - 1.2 The authors may display a “no photo” sign in parts or all of the presentation materials to disallow photo taking or copying by the other participants. In such cases, the participants must follow the request.
  - 1.3 Participants may not record movies or audios of the presentations.
2. Poster presentations
  - 2.1 Participants and browsers of poster sessions may download presentation materials including the poster screen, videos and audio files for your personal possession and storage. However, materials obtained in this way may not be shown or distributed to other participants or non-participants without the consent of the author(s).
  - 2.2 Authors are entitled to disallow photo taking or screen captures of their posters by embedding a “no photo” sign. Participants must respect this request.
3. Others
  - 3.1 All the participants are requested to respect the ethical conduct expected of researchers in handling the presentation materials of others.
  - 3.2 All the participants are considered to have understood and agreed to the above conditions.
  - 3.3 It is firmly requested that the participants follow the ethical conduct expected of researchers not to obstruct legitimate activities of other participants related to their participation and presentation associated with the holding of the meeting.