



Society for Global Business and Economic Development



**June 8 – June 10, 2018**  
**UIBE Business School, Beijing, China**

### *Guidelines for Presenters*

Dear Colleague,

There will be four papers in each session. Both the presentation sessions and panels are scheduled for 75 minutes.

For each of the presentation sessions, the session chair will allocate **15 minutes** to each presenting author, **3 minutes** to the discussant and **3 minutes** for questions from the audience. The session chair is expected to strictly enforce the time constraint to ensure that all presenting authors have ample time to present their research. If there is any time left at the end of the session, the session chair is encouraged to open the floor to additional discussion.

Each breakout room will have an LCD projector, a laptop computer, and a projection screen. Please plan to bring all your presentation materials on a flash drive. The traditional overhead transparency projectors will not be available.

Six sessions will take place simultaneously throughout the day on Friday to Sunday). All of the breakout rooms are located either at the concourse level or on the first floor.

If you need technical assistance, please proceed to the registration desk in the lobby level and consult with the members of the registration committee and student assistants. They will attempt to resolve the issue at hand. However, please understand that they may not be able to resolve all technical issues.

Kindest regards,

Yam B. Limbu, Ph.D.

Co-Chair, International Conference of the Society for Global Business & Economic Development  
(SGBED) Associate Professor of Marketing  
Feliciano School of Business  
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