Guidelines for Session Chairs

Thank you for serving as a session chair. Your contributions are vital to the smooth conduct of the technical session and to promoting dialog among attendees. The primary function of the session chair is to ensure adherence to the session schedule. If you have questions or problems, please come to the registration desk.

1 Oral Sessions

A full oral session will have 5 or 6 presentations, to be presented in 100 or 120 minutes, respectively. Each presentation room is equipped with a Windows PC computer, LCD projector, screen, and microphone system. Presenters have been asked to load their presentations onto the computer before the session.

1. A poster listing the session papers will be placed outside the room. A second listing of session papers will be in the session room (see Fig. 1). At the start of the session, please identify the person who will be presenting each paper. You may ask them for a very brief biography (optional).

2. Approximately 20 minutes has been allotted to each presentation. This time must cover the setup time, the presentation, and a few minutes for discussion. You may recommend that presenters limit their presentation to about 15 minutes.

3. Before each presentation, please announce the presentation title, the presenter, and their professional affiliation if known.

4. At the end of the presentation, you may encourage the audience to participate in some discussion of the work. If the discussion appears to run overtime, please interrupt and encourage the discussion to continue after the session. Please thank the speaker.

5. At the end of the session, thank all attendees and presenters again.

6. If a presenter is absent (a "no show"), please do NOT skip to the next presentation. There may be other conference attendees who plan to come to a later presentation – skipping a "no show" slot to move onto the next paper will upset the schedule. On the listing sheet, please place a check mark inside the box to the left of the paper title (only

for "no show" papers). If all papers are presented, then none of the boxes will be check marked.

7. If there is a paper in the session that is especially interesting, please circle the title on the listing sheet.

8. Leave the listing of papers in the room.

2 Dialog Sessions

A dialog session may have up to a 12-13 presentations. Dialog sessions are in the large room named "Legacy North." The coffee breaks and refreshments will also be in this room – we believe this will encourage more attendees to come through the dialog session area.

1. A poster listing the session papers will be placed near the corresponding dialog session area (inside the room named "Legacy North").

2. A second listing of session papers will also be placed inside the room "Legacy North." See the sample in Fig. 1. At the start of the session, please identify the person who will be presenting the paper.

3. Gather all presenters together into a group. This group will move through all of the poster displays.

4. Start at the first poster. The presenter will first give a brief (less than 5 minute) summary of their work.

5. As each presenter finishes, move to the next poster. All presenters should have completed the summary presentation within the first hour.

6. Presenters now move to their display area, and have the remaining time to conduct discussions.

7. If a presenter is absent (a "no show"), please place a check mark inside the box to the left of the paper title (only for "no show" papers). If all papers are presented, then none of the boxes will be check marked.

8. If there is a paper in the session that is especially interesting, please circle the title on the listing sheet.

9. Leave the listing of papers in the room.

SS-3 - Renewable Energy: Control Systems

Monday 10th of November, Hour : 2:00 pm

A - Forum East 2, The Florida Hotel & Conference Center

Co-Chairs

Name	Signature
John Shen, University of Central Florida	
Humberto Pinheiro, UFSM (Brazil)	

No Show* Papers

	DC Bus Voltage Build up and Control in Stand-alone Wind Energy Conversion System Using Direct Vector Control of SCIM *Samir Hazra, Parthasarathi Sensarma*
	Multirate State Estimator Applied to the Current Control of PWM-VSI Connected to the Grid *Ivan Jorge Gabe, Humberto Pinheiro*
	AC vs. DC Distribution for Off-Shore Power Delivery *Fred Wang, Yunqing Pei, Dushan Boroyevich, Rolando BUrgos, Khai Ngo*
	Voltage and Frequency Control with Neutral Current Compensation in an Isolated Wind Energy Conversion System *Gaurav Kumar Kasal, Bhim Singh, Ambrish Chandra, Kamal Al-Haddad*
	PWM Converter Control for Grid Integration of Wind Turbines with Enhanced Power Quality *Shuhui Li, Ling Xu*

* Please indicate SHOW or NO SHOW in the box

Figure 1: Sample paper listing (approximately 50% of full scale).