

INFORMATION FOR POSTER PRESENTERS

1.- Poster Panel Size:

The display for each poster on the panel of the poster board is 1 m wide x 1.2 m high. We would recommend you print your poster AO size in Portrait format: 841 mm x 1189 mm.

Please note posters that are landscape or of any other size that exceeds the display area cannot be displayed on the boards.

It is recommended that you leave a margin of at least 75 mm around the poster.

When preparing your poster and considering how much of your display will be visible at eye-level, please bear in mind that panels will be mounted on stands.

2.- Fixing:

Posters will be affixed with tape or double sided velcro. Please ensure that you bring some with you, however the Secretariat will have some available for delegate use at the conference.

3.- Poster Panel Allocation:

A numbered panel will be allocated for each poster (this number will be communicated to you previously to the conference) and staff will be on hand at the conference to provide your poster panel number.

4.- Set -up and Session Times:

Posters should be set-up on **Thursday 18th June** in the corresponding panel **before 9:30 am**.

Poster session will take place during the coffee breaks of the first day of the conference (18th June) at 10:30-11:00 and 17:00-17:30. We strongly recommend to the authors to be close to their posters during the poster sessions to allow for discussion with the participants.

All posters should be retired from the panels **before 15:00 of Friday 19th June**.

GENERAL GUIDELINES FOR POSTER PRODUCTION

- A poster should be self-contained and self-explanatory, allowing different viewers to proceed on their own while the author is free to supplement or discuss particular points raised in inquiry.
- Presentations should be kept simple and clear and a mixture of text and graphics is recommended. Remember that the viewer, not the author, as in the case of slide presentations, determines the time spent at each poster.
- Poster Layout Materials should be mounted on coloured poster paper or board. Use matt finish rather than glossy paper.
- Arrange materials in columns rather than rows. It is easier for viewers to scan a poster by moving along it rather than by zigzagging back and forth in front of it.
- An introduction should be placed at the upper left and a conclusion at the lower right.
- The abstract does not need to be presented.

Illustrations

Figures should be designed to be viewed from a distance and should use clear, visible graphics and large type. Each figure or table should have a heading of one or two lines. Additional essential information should be provided below in a legend. Photographs should have good contrast, sharp focus and, if necessary, an indication of scale.

Text

Minimise narrative. Use large type in short, separated paragraphs. Numbered or bulleted lists are effective ways to convey a series of points. Do not set entire paragraphs in uppercase or boldface type.

Titles and Fonts

Titles and captions should be short and easy to read, in a sans serif font for preference. Use large lettering as this means a number of people can read the poster from a distance without overcrowding. Remember to caption your poster with the abstract title, authors names and affiliations.

**Headings should
be a minimum of
50 points size**

Whereas, 25 points size is suitable
for text