POSTER PRESENTATION GUIDELINES

Specifications for Poster Presentations

The recommended poster size is 100 cm high by 70 cm wide. Therefore, posters should be portrait (vertical) and not landscape. Posters shall be of high quality paper and high quality printing, the maximum size allowed is A0 portrait (119 cm high and 84 cm wide, 47"x33"), as it is the maximum size of the boards supplied.

Poster boards will be numbered, please **check your poster number in the program**. The poster board number assigned to the poster must be placed in the upper left-hand corner of the display. A poster board number cut-out will be provided and must be visible at all times.

Be sure to include the **abstract title, author and co-author(s) names, and the institution(s)** where research is underway. Place your contacts (e-mail address, phone, etc.) in the poster, preferably on the bottom –left hand corner of the poster itself or on the poster board.

Please print your poster so that it **does not exceed the size of the boards**. It is recommended that you hand-carry your self-printed poster to the conference using tubular packaging or a portfolio case. **Costs associated with creating and shipping the poster** are under the responsibility of the authors.

The material for mounting your poster will be available in the poster session room. The schedule for poster presentation mounting and dismounting will be available in the Conference program.

The **designated poster presenter** (author or co-author) **must be present** at the assigned space during the designated time to discuss the work presented.

Tips for Poster Presentations

Posters should **promote interaction** between researchers and conference participants. Posters should **stimulate discussion**, not give a long presentation. Therefore, it is suggested to keep the text to a minimum, **emphasize graphics** (Use charts and graphs to illustrate data, avoid large tables of raw data), make sure that every item included in your poster is necessary, make sure **ideas flow logically** from one section to the next, use **high resolution photographs** (web images often will not work). Do not use all capital letters. The use of typewritten, handwritten or a printed PowerPoint presentation as a poster is unacceptable. Presentations in these formats will be removed.

It is suggested that you make available to the Conference participants multiple copies of a reproduction of the abstract or of the poster itself, including on these copies your contact information for attendees who desire further information.