

Poster Exhibition Presentation Guidelines

Guidelines for Poster Exhibition Presenters

The Poster Exhibition is open from Monday 24 – Wednesday 26 July, from 10:00 – 18:30 and is located on Level 3.

All posters are displayed for the duration of the conference (Monday to Wednesday).

Authors will stand by their posters between 12:30 and 14:30 on their day of presentation to answer questions and provide further information on their study results.

Authors are responsible for mounting and removing their posters.

All posters must be mounted on Sunday 23 July between 12:00 and 18:30, or Monday 24 July between 08:00 and 09:00, and removed on Wednesday 26 July between 16:00 and 18:30.

The poster exhibition staff will remove and dispose of posters that are not taken down. The staff assumes no responsibility for material left behind.

Poster exhibition presenters are not required to check in at the Speaker Centre.

The day of your poster presentation is indicated in the first two letters of your final poster number: MO=Monday, TU=Tuesday, WE=Wednesday. This number will appear in the programme and in the abstract book. Although your poster will be displayed for all the three days, you should present your poster only on the indicated presentation day.

Please note the day of your presentation will also be displayed on your poster board. Example: if your presentation day is Monday and your poster number in the programme and abstract book is MOPEA001, the number displayed on the top of your board will be MOPEA001.

Guidelines for Poster Layout

Posters should be laid out in **portrait style**. The dimensions of the poster **should not exceed 90 cm wide by 150 cm high in order to fit the poster board**. The poster number will be displayed on the top of the poster board. Mounting materials will be available at the Poster Helpdesk. The recommended material to print the posters is paper (please avoid laminated paper).

Your poster should quickly orient the audience to the subject and purpose of your study. Here are some hints that may be helpful for the preparation of your poster:



- Your poster should have a clear message, a logical layout and be easy to comprehend in a couple of minutes;
- Make sure that the specific sections (such as the background, methods, results and conclusions) are easy to locate on the poster;
- Design the individual sections of your poster so that they can be quickly read - avoid large blocks of text and long sentences;
- Make sure that the type/font size is large enough to be read at a distance of 1.5 meters (five feet). The smallest type should at least be 18 pts for text and 36 pts for headings. Try to keep your word count as low as possible;
- Supporting images (graphs, tables, illustrations, photographs...) can be very helpful and are often necessary to display results. Make sure that the images are easy to understand, and not overloaded with information;
- Make sure there is enough contrast between the color of the type and the poster's background.

Click [here](#) to download the IAS 2017 poster template.

You may want to have handouts of your poster and business cards available at your poster in case people want to contact you about your work. If you are making your poster or other materials available online, be sure to include the web address on your poster.

It is not possible to use a computer as part of your display. The conference organizers are not able to arrange for any additional equipment in the Poster Exhibition area, such as DVD players, projectors, tables or power outlets.

Guidelines for e-posters

In addition to the paper poster, presenters are invited to upload an electronic poster (e-poster). The e-posters will be published on the online conference programme. Presenters may choose to upload their regular poster electronically, or prepare a poster specifically for online viewing. If preparing for online viewing, a PowerPoint presentation with various slides is recommended. The formats allowed are .pdf (preferred), .ppt or .doc files. Please ensure the resolution is optimized for online viewing and not printing.

Instructions for uploading the e-poster will be sent to abstract authors via email. E-posters may also be uploaded on site in the Poster Exhibition area.

Click [here](#) to download the IAS 2017 e-poster template.