



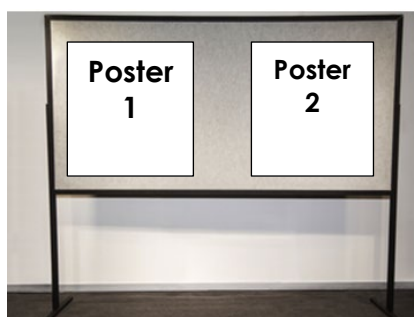
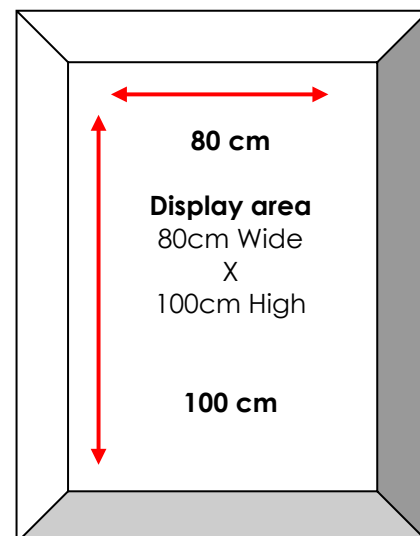
① Information for Poster Presenters

Poster Panel Size

Please refer to this visualisation of the poster panels to be used during the conference. The display area for each poster on the panel of the poster board is **80 cm x 100 cm. A0 paper size** (84.1 wide x 118.8cm high) **will also work**. Please note there will be 2 posters displayed side by side, on each side of the board, your poster and another presenters next to it (on both sides of the board.) Please ensure that your poster does not exceed this size as you will overlap.

This area will be allocated for each poster. Please ensure that your poster does not exceed this size. **It is recommended that you leave a margin of at least 3 inches (7.5 cm) 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. **We advise using a light weight material to print your poster on to, note that fabric posters do not adhere well to the boards & can easily fall from the board.**

Posters should be displayed portrait style.



Fixing

Posters will be fixed to boards with **Push pins**. Materials will be provided at the registration desk, or in the poster room.

Disability Accessibility

Please feel free to contact us on accessibilityconferences@elsevier.com if you have any accessibility requirements.

Poster Panel Allocation

A numbered panel will be allocated for each poster (separate from the abstract number you have been assigned) and staff will be on hand at the conference to provide your poster panel number. This number can also be found via the conference app, searching on the presenter's name.

Set-up and Session Time

There will be three poster sessions scheduled for the conference. Posters need to put up and removed, as per the below time shown. Authors are asked to be present at their posters during the presentation time designated, for discussion and questions. See time allotted below.

You will be notified of your session and poster panel number in due course.

Poster session	Presentation date	Presentation time	Pin up	Take down
1	Sunday 30 th November	17:30-19:00	15:30 on Sunday 30 th	By 13:40 on Monday 1 st Dec
2	Monday 1 st December	17:50-19:20	15:40 on Monday 1 st Dec	By 11:00 on Tuesday 2 nd
3	Tuesday 2 nd December	15:40-17:10	12:00 on Tuesday 2 nd	By 12:40pm on Wednesday 3 rd

Any posters remaining after the take down time has passed will be removed by the organizers

Social Media Information

On your poster board you will find a social media permission card. Please alter this to reflect how you would like your poster to be treated by delegates. (The default option is OK to share)



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 point size

**25 point size
is suitable for text**