

Submitting a Poster

If you are presenting your work via a poster, it is your responsibility to produce the poster and bring it with you to the conference. There is a prize for the best poster so it is worth taking time to make yours stand out.

A poster should be self-contained and self-explanatory, allowing the viewer to proceed on his/her own while the author (you) is free to supplement or discuss particular points raised by the viewer. Presentations should be simple and clear and a combination of text and graphics is recommended. Remember that the viewer, not you as in the case of slide presentations, determines the time spent at each poster.

Poster Medium: Posters can now be printed on fabric which can be cost effective and makes transporting much easier – we suggest you enquire about this method. If using paper, use a matt finish rather than glossy paper as varying lighting in the venue can cause reflection on glossy paper. Do not use heavy weight paper as this can be difficult to hang.

Poster Layout: Arrange the work in columns rather than rows as this is easier for the viewer to follow. An introduction should be placed at the upper left and a conclusion at the lower right. The abstract does not need to be presented. Make sure you include the title and the authors names/affiliations at the top.

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. Do not attempt to put the full paper on the poster – no one will stay long enough to read it!

Titles and Fonts: Titles and captions should be short and easy to read, in a sans serif font for preference (e.g. Ariel). 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, author's names and affiliations.

Poster size: Posters should be portrait and A1 size (841mm x 594mm) . Please avoid having them larger as we are sometimes limited in the space available at the venue. A submission can only consist of one poster.