



INFORMATION FOR innoLAE 2017 POSTER PRESENTERS

Poster Panel Size

Please refer to this visualisation of the poster panels to be used during innoLAE 2017. The display area for each poster on the panel of the poster board is 90cm wide by 1 metre high. We recommend that you print your poster A0 size in Portrait format: 841mm x 1189mm. Please ensure that your poster does not exceed this size and we recommend that you leave a margin of at least 3 inches (7.5 cm) around the poster.

Please note: Posters that are landscape or of any other size cannot be displayed on the boards.

When preparing your poster consider how much of your display will be visible at eye-level, and do please bear in mind that panels will be mounted on legs. Please note that there will be one poster displayed on each side of the board, a total of two posters to each board.

Fixing

Posters will be affixed with tape or double-sided Velcro. Please ensure that you bring some with you; however, the Conference Organization Team will also have some available for you to use.

Poster Panel Allocation

A numbered panel will be allocated for each poster and your poster number and name will be affixed to a panel where the Conference Organization Team would like you to display your poster.

Please ensure that you stand by your poster(s) during break times (tea and coffee breaks etc) and try to be available for discussion or questions. Any posters remaining after the removal time will be taken down by the organisers, who accept no responsibility for loss or damage.

Set up and Session Times

Poster Set Up: Tuesday 31st January 2017, 8:00-10:00

Poster Session: Posters will be displayed throughout the 2-day conference in the exhibition hall.

Poster Take Down: Wednesday 1st February 2017, 16:00-17:30

Display area

90 cm wide

x

1 meter high

GENERAL GUIDELINES FOR POSTER PREPARATION

A poster should be self-contained and self-explanatory, allowing different viewers to engage with it 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

Other presentation materials such as lightweight demonstrators should be mounted on the poster with sufficient fixings capable of holding your sample firmly affixed to your display. Use matt finish rather than glossy paper. Arrange written material 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

Headings should be a minimum of 50 pt font in size and 25 pt size font is suitable for 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. 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.

Acknowledgements

We would recommend and encourage you include acknowledgements of any funding grants for work presented that have been obtained from public funding agencies (including from EPSRC through The EPSRC Centre for Innovative Manufacturing in Large-Area Electronics).

If you have any questions, please contact the Conference Organisation Team at: info@largeareaelectronics.org