

## Poster Guidelines

### PRESENTATION DETAILS

1. Your poster board number and set-up / removal times were included in your final poster presentation details letter. Please note that the number allocated to your poster presentation will be on the corresponding poster board.
2. Posters will be displayed on a free-standing horizontal board at **Azalea Rooms** on Mezzanine Level. Please report to the congress registration desk for instructions upon your arrival. Your poster space allocation is **AO size portrait (841mm wide x 1189mm high – maximum size)**.
3. You may wish to consider having a synopsis of your research e.g. A4 or US letter sized copies of the poster, available at your poster, or a business card if people wish to contact you after the congress. These are to be placed in pockets attached to the poster (presenter's responsibility).

### POSTER DESIGN

1. Posters should include the name(s) and affiliations of the author(s) to facilitate identification at the symposium.
2. All text lettering, diagrams and photographs should be large enough to be legible at a distance of 1.5m. Lettering used for titles should be 24 point minimum (preferably Arial font).
3. Large type from a word processor, photo-enlarged typing, stenciling, and rub-down letters (e.g. Letraset) are recommended for text and captions. Freehand lettering is not recommended except for last-minute alterations.
4. The use of figures and charts is suggested, avoiding excessive text.
5. The text appearing on the poster is to be written in English. Suggested sections include:
  - Title: In English as it appears in the submitted abstract
  - Authors (main author's photograph for identification is suggested)
  - Aim (brief)
  - Materials and Methods (brief)
  - Results (Captions and headings for photographs, tables, figures etc)
  - Conclusion/Discussion (brief)
  - References (limited to a maximum of 3)
6. In preparing the poster you should not attempt to detail your entire research history. Present only enough data to support conclusions or to explain the point(s) you wish to make. Data should be kept to a minimum in favour of diagrams and photographs. Aim to put across a simple message in an eye-catching manner.

### ENQUIRIES AND CORRESPONDENCE

Please contact the Abstract Management Team: [ipcc2014.abs@mci-group.com](mailto:ipcc2014.abs@mci-group.com)

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