

Poster pattern and tips and hints for poster presentations



Preparing your poster

- Please ensure that your poster includes the presenter's name and organization at the top.
- Use large, clear lettering so that your poster's content is visible from several metres away.
- Avoid long continuous text on your poster. The details should be explained in discussions with interested parties.
- Ensure your poster offers a clear message by focusing on just one or two key points.
- Lots of A4-sized papers (e.g. single PowerPoint slides) displayed on the board are not acceptable.
- The booth will be in a V-shape and allows you to set up your presentation in an area of 2 x 1 m wide and 2.5 m height from the bottom. Each poster presenter may bring **two posters**. In case you only have one, please print it twice so both walls are covered. Each speaker will also have a table within the booth area.



Presenting during the event

- Please be present at your poster wall for the whole session.
- You may bring copies of your paper and/or your poster to hand out to interested parties.
- Hang your poster as soon as possible (3 hrs before at the latest). Fixing materials are available at the conference counter.
- If you wish to keep your poster, please ensure you remove it after the session, otherwise it will be disposed of.
- You may bring your business cards, since there will be business card holders for each speaker.



[Download the poster pattern](#)