

Tips and hints for poster presentations



Preparing your presentation

- 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 meters 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 Power Point 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 2x1 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 board for the whole session.
- You may bring your business cards, since there will be business card holders for each speaker.
- 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.



Download the poster pattern [here](#).



You can find a best practice poster [here](#).