

Poster Presentation Guidelines

Posters should stimulate discussion. The poster should include a brief overview of the study, which can be explained in more detail in a one-to-one conversation with the reader; the poster should only display the essentials; if your point can be made with fewer words, and then edit your poster accordingly. If you can substantiate your thesis with a smaller part of a table or graph, then do so. The less text on your poster, the larger your graphic element and your font can be.

Size

- Maximum poster size is 100 cm high and 88 cm wide
- Materials must be easily read at a distance of 1.5
- A poster printed on one large sheet is encouraged
- Hand written posters are not accepted

Layout (see the Panel lay-out)

- Poster should have a logical organization. Most posters have sequential sections (e.g. background, Aim, Methods, Results, Conclusion). Use regions of empty space between poster elements to differentiate and accentuate these elements.
- Data should be clear, concise and well-organized.
- Avoid everything that can make your poster look excessively busy, such as boxes around graphs and tables, and long sentences.
- Limit the number of different fonts, different sizes of fonts and different colours.

Title

- Aim for a short title.
- Size of the letters should be at least 96 point.
- State authors and affiliations below the title, in a smaller font.
- Include mailing and e-mail addresses, telephone and fax numbers at the bottom of the poster.
- Grant sources supporting the study may also be included below the title or at the bottom

Headings

- Keep style consistent. Keep headings short, maximum 3 or 4 words. Put headings bold and in larger type than the text of the poster.

Body text

- The text is more digestible if it is split into logical sections interspersed with graphics.

- Use bullet lists where possible.
- Minimize the amount of written text. Text should never dominate the poster.

Graphics

- Self-explanatory graphics should dominate the poster.
- Graphics should be understandable without need for a detailed description.
- Aim for simplicity, not complexity.
- Title should inform about the content of the figures

Tables

- Avoid large tables. Make a selection of the most important results.
- Align decimal points.
- Title should inform about the information in the table.

Use of colour

- Use colour only to support the readability of your poster. One colour plus black offers best contrast.
- Restrained use of 2 - 3 colours for emphasis is valuable; overuse is not.

Handouts

Handouts of posters are encouraged.

Discussion of poster

Aim of the poster presentations is to stimulate discussion. Poster presenters should not simply read aloud the text of the poster, but summarize their main questions and results.

- Each poster presenter has 5 minutes to convey the main content of the poster during the poster discussion.
- Prepare to summarize your poster in a few sentences. Suggested format is one sentence for the background, one for the aim, one for the method, a few for the results and one for the conclusion.

No-shows

At least one of the authors must be at the assigned poster during the designated time to discuss the work presented. If you become unable to present your poster, please make arrangements for one of your co-authors to do so. Please contact the conference secretariat regarding any changes in presenters.