

IPTA 2017 POSTER AUTHOR INFORMATION AND INSTRUCTIONS

By following the instructions and guidelines below, your poster presentation will go smoothly. Please read all information carefully **BEFORE** coming to the meeting.

POSTER SIZE AND LAYOUT

The **poster board** surface area measuring is **194 cm wide by 95 cm high (76.35" W x 37.40" H)**. This is a horizontal format. Vertical posters do not fit and materials may not extend outside the board.

Attendees may take photos of posters if the poster author agrees. Authors who do not want their posters to be photographed will have to indicate as such on their posters, using an image [file](#). This image should be placed at the top right corner of the poster at a minimum size of 3" (7.62 cm) x 3" (7.62 cm).

NO PHOTO



POSTER PRESENTATION GUIDELINES

- Audiovisual equipment is not permitted in the poster board area.
- When preparing your poster, please check the poster size guidelines before printing (see above).
- You must register and wear an official IPTA 2017 meeting badge to gain admittance at any time to the poster areas. Unregistered guests are not permitted to attend the poster sessions.
- All poster boards will be pre-numbered. Please be certain to mount your poster on the correct board.
- Remember to bring your own blu tack (in your checked luggage). A very limited number of blu tack will be available at the meeting.
- Do not leave personal materials or belongings under poster boards or in the poster area. IPTA 2017 is not responsible for any articles left in the poster area or elsewhere.

We do not accept requests to change presentation dates or times, and it is no longer possible to withdraw your abstract. **If you are unable to present on the day assigned**, please ask a co-author or colleague to present on your behalf.

DESIGNING EFFECTIVE POSTERS

Effective poster design requires careful thought and advance preparation. The following suggestions will help in preparing effective posters.

- Prepare a heading at the top of your poster indicating the abstract title, authors, and affiliations.
- Include objectives, methods and results
- Lettering should be at least 1" (2.54 cm) high.
- Summarize current research in graphic form whenever possible; use charts, tables, graphs, pictures, etc. and minimize the amount of text.
- Prepare your poster on laminated poster paper, or cardboard, allowing for space to mount it on the poster board with blu tack.
- Keep visuals simple and clear.
- Simple use of color can add emphasis.
- Do not write or paint directly on the poster boards.

TRAVELING WITH YOUR POSTER

You may choose to have your poster printed and delivered onsite. For additional information contact: **OPEN PRINT**
Email: ventura@openprint.com

POSTER MOUNTING, PRESENTATION, AND REMOVAL SCHEDULE

Authors must put up and take down their posters according to the schedule below.

The poster board will include the **poster number, poster ID number, (as confirmed by email) your name and specialized category.**

Presenters are encouraged to be at their posters for any program refreshment breaks but must be at their posters for the duration of the scheduled oral networking session time. Participants will view posters during poster sessions and breaks.

POSTER MOUNTING DATE & TIME

POSTER SESSION 1	Saturday, May 27: 12:00 - 4:00 PM
POSTER SESSION 2	Sunday, May 28: 7:30 AM - 9:30 AM
POSTER SESSION 3	Monday, May 29: 7:30 AM - 9:30 AM
POSTER SESSION 4	Tuesday, May 30: 7:30 AM - 9:30 AM

POSTER ORAL NETWORKING SESSION

POSTER SESSION 1	Saturday, May 27: 6:30 PM - 7:30 PM
POSTER SESSION 2	Sunday, May 28: 4:45 PM - 5:30 PM
POSTER SESSION 3	Monday, May 29: 7:00 PM - 8:00 PM
POSTER SESSION 4	Tuesday, May 30: 10:45 AM-11:15 AM

POSTER DISMANTLING DATE & TIME

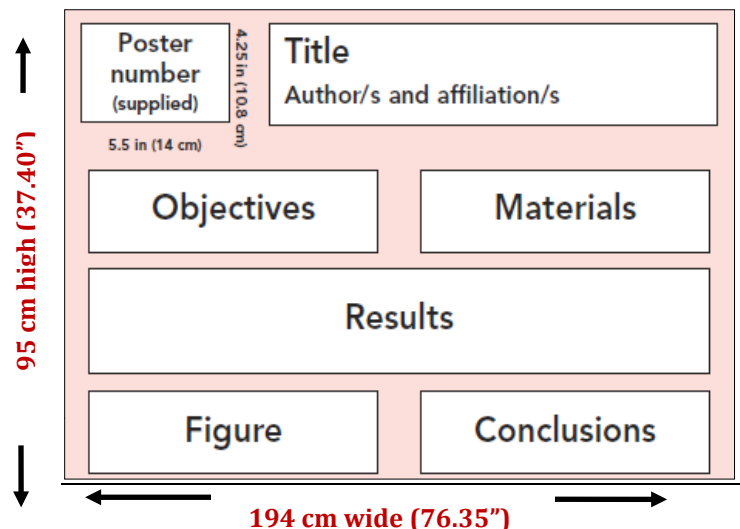
POSTER SESSION 1	Saturday, May 27: 8:00 PM - 8:30 PM
POSTER SESSION 2	Sunday, May 28: 5:30 PM - 7:30 PM
POSTER SESSION 3	Monday, May 29: 8:00 PM - 8:30 PM
POSTER SESSION 4	Tuesday, May 30: 4:30 PM - 5:00 PM

There will be **no access to the Exhibit Hall** before 12:00 pm on Saturday or after 5:00 pm on Tuesday.

NOTE: For safety reasons, you will not have access to the poster area after dismantle time

Poster board face:

194 cm wide (76.35") x 95 cm high (37.40")



For more information, please contact:
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