



## **Guidelines for Preparation of Dialogue Session Presentations (Poster)**

### **1. Dialogue Presentation (Poster(s))**

For each dialogue presentation/poster, local organizers will prepare one white board poster panel that is described in session 3 of this document. Each panel will be numbered starting from number one. Please, setup your presentation/poster on the panel with matching number according to the final programme booklet. The title of the presentation/poster must be the same as the title of your published paper (with authors and affiliation). Poster panels will be grouped by the topics.

The headlines of your presentation/poster should be visible from several meters away, so lettering should be large and clear. Display should consist chiefly of keywords, diagrams, photographs etc. All lettering should be easy to read. Normal typewritten or hand-written text is not allowed, but typewriting is acceptable if it is enlarged to 0.7 cm in height. Colour photographs are particularly attractive in a display. Diagrams and graphs should have clear captions. All graphs and diagrams should be drawn with thick lines (preferably 1 mm or more in width). Use colour to emphasise important features. Photocopies of typescript are not acceptable. Information sheets may be also distributed. Those information sheets must be fastened directly at the board by means of your material (e. g. a fastened transparent envelope).

**The author or presenter is responsible for the printing of his/hers posters!**

The presentation of your poster panel is important. You are recommended to take as much care about you presentation as you did in preparation of your written paper. We recommend you to prepare one or two posters of the same size as it is recommended in point 3.

### **2. Display, Set-Up, Attendance and Removal Times**

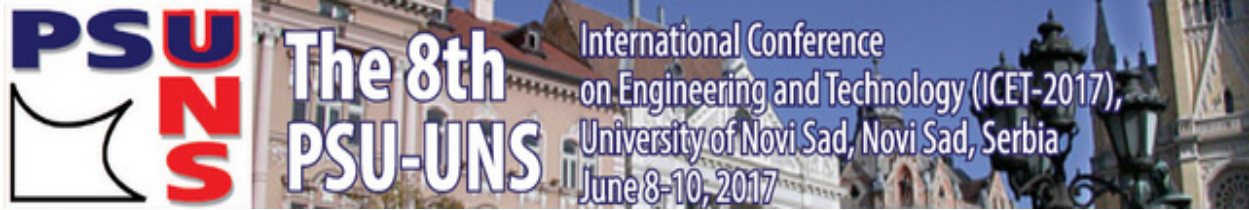
The dialogue sessions will be organized in corridor in front of the amphitheatre. The poster sessions will be scheduled on:

- **Thursday, 8 June 2017, 16:15-16:45h**

No lecture sessions will take place in parallel and the presenting author should attend his poster panel throughout this time.

**Authors are requested to place their poster on the relevant board ONE HOUR before the session starting time.**

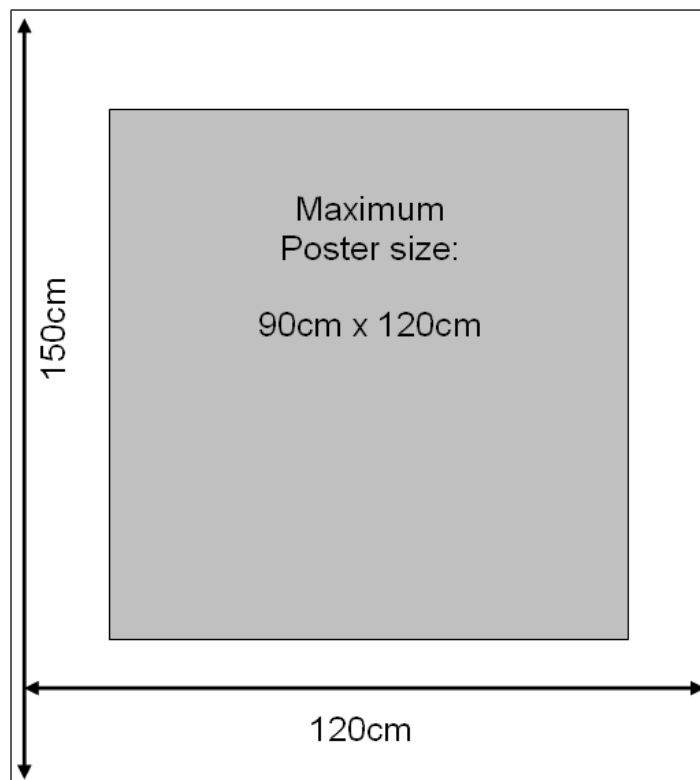
Posters should be removed after the dialogue session ends. Please note: ANY POSTER THAT IS NOT REMOVED AT THE END OF THE DIALOGUE SESSION WILL BE REMOVED AND DISPOSED OF.



### 3. Equipment

The following equipment will be provided for your dialog presentation/poster:

- A. A dialogue set** will be organized as a set of white board poster panels and posters will be placed on the panels. Each panel is reserved only for one poster. Each panel is 120 cm wide and 150 cm high, giving a usable area of **90cm x 120cm** per panel. Your poster therefore should not be bigger than **90 cm wide x 120 cm high**.

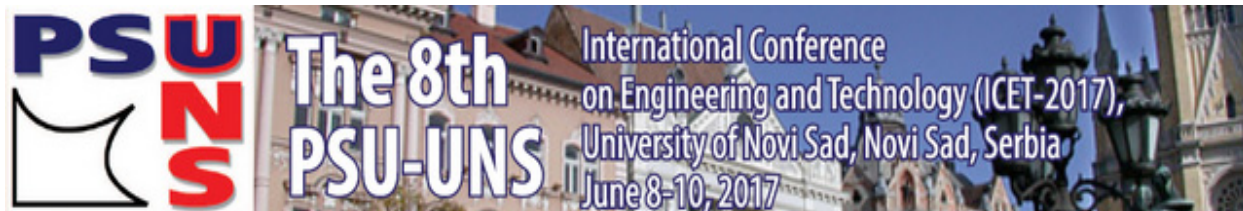


**B. Sticking material for attaching your posters to the panels:**

The sticking materials permitted are adhesive tape and will be provided by the local organizers.

**Any additional material for the dialogue set up and display must be provided by the authors** (envelopes for information sheets, pens, etc.).

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