Guidelines for Poster Presenters

<u>General</u>

Thank you for contributing to the 10th SEAA Conference. A programme will be available shortly on the conference website.

All posters should be displayed throughout the whole conference and will be located in the Linklater Rooms, close to the catering and registration points. Poster presenters are asked to be at their poster during the afternoon coffee break from 15.00 – 15.30 at lunchtime Wednesday (day 2) and from 13.00 – 14.00 on Friday (day 4) – to allow delegates to discuss your work.

You should take your poster down on Saturday (day 5) at lunch time. Otherwise, all posters will be taken down by conference staff and available at the reception desk.

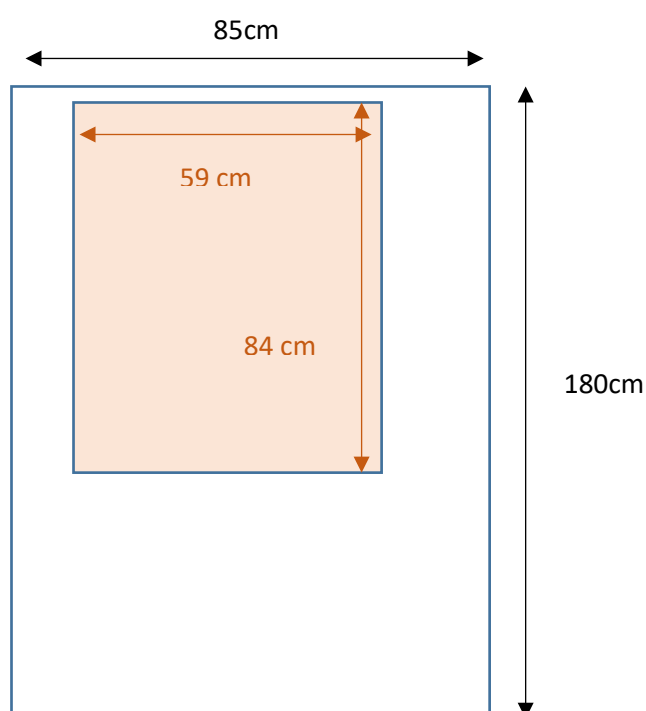**Posters**

<u>Poster Size and Layout</u>

Figure 1 Example showing poster on the poster board

We recommend a poster size of A1 (59cm x 84cm) as this will fit within the poster board in both portrait and landscape layouts. Size A0 (84cm x 118cm) would be the largest possible size, and poster of this size will only fit if they are portrait style.

Poster boards will be set up for you to display your posters on along with Velcro to mount your poster. You do not have to stick to these exact sizes, any size between A1 and A0 is acceptable, as long as it fits within the dimensions of the poster boards.

Remember, if you do use the whole of the poster board, delegates may find it hard to read what is at the bottom of your poster. Try to make your poster as easy to read as possible.

Make sure you clearly display the title of your poster, your name, your department or faculty and institution. In order to make the poster accessible, please remember that the colours red with green or yellow with blue are difficult to read for some people.

A strong contrast between text colour and background should be used and multiple text colours should be avoided.

Images should include a descriptive caption.

Author name(s), affiliations and presentation title should be included. We suggest including a small photo of the presenting author on your poster. This helps other delegates locate you if they want to talk about your work at a time outside of your designated session.

We also recommend including a QR code for delegates wishing to get extra information.

Please do not send posters in advance. The Local Organising Committee cannot collect posters printed in Aberdeen.

Please see our quick guide to making accessible posters

For any other information on the conference please email cpdservices@abdn.ac.uk