



Guidelines for Preparing and Presenting Posters

Each display area will be identified by a number so that you are able to find the area corresponding to your poster. If you have any questions on the day please make your way to the conference registration desk

Poster set-up times (by presenter): **Wednesday 7 September 2016** **7.00am - 10.40am**
Poster removal times (by presenter): **Friday 9 September 2016** **3.15pm – 5.00pm**

Please note: The conference secretariat is not responsible for any poster material set-up or poster material left at the conference. The set-up and take down of the displays is the sole responsibility of the presenter. Limited storage will be available onsite. Please visit the registration desk for assistance.

Poster Session Viewing Times:

We encourage poster presenters to be present beside their poster during the catering breaks (morning tea, lunch & afternoon tea) where possible in order to speak with delegates about their work.

Wednesday 7 September

Morning Tea	10.40am – 11.00am
Lunch	12.00pm – 1.30pm
Afternoon Tea	3.00pm – 3.30pm
Welcome Reception & Poster Viewing	5.00pm – 6.30pm

Thursday 8 September

Morning Tea	10.25am – 11.00am
Lunch	12.00pm – 1.30pm
Afternoon Tea	3.00pm – 3.30pm

Friday 9 September

Morning Tea	10.00am – 10.45am
Lunch	12.00pm – 1.30pm
Afternoon Tea	3.00pm – 3.15pm

PDF of Posters

Posters are required to be emailed to info@inhsu2016.com by Friday 29 July 2016 for inclusion in the programme.



Please ensure that you follow the guidelines below:

- Posters will be displayed according to the poster number list published in the Conference Programme and Abstract book.
- Posters will be displayed on a free standing portrait board. The poster dimensions should be a maximum of **960mm wide x 1380mm high portrait only**. The boards are made of a material which Velcro tape or pins can adhere to. *Posters printed in landscape form may not be able to be displayed at the conference due to limited space.*
- Plastic sleeves will be provided on all Poster boards. We encourage presenters to print off some A4 handouts of their poster and place them in the sleeve for delegates to take.
- Presenters should be in attendance at their poster during the poster viewing times shown above to answer questions and discuss aspects of research. Presenters are also encouraged to advertise other availability during the conference to discuss their work. Contact details during and after INHSU 2016 should also be included.
- In preparing posters, presenters should not attempt to detail an entire research history. Present only enough data to support conclusions or to explain the point(s) they wish to make. Data should be kept to a minimum in favour of diagrams and photographs. **Aim to put across a simple message in an eye-catching manner.**
- All posters must carry a title. If a short title different from the published full title is used, the latter should be included as a subtitle in smaller type.
- All text lettering should be large enough to be legible at a distance of 1.5m. Lettering used for titles should be **24 point size minimum** (Times New Roman or Arial are suitable fonts to use).
- Large type from a word processor, photo-enlarged typing, stencilling and rub-down letters (eg, Letraset) are recommended for text and captions. Freehand lettering is not recommended except for last minute alterations. All text must be in English.
- Photographs and diagrams should be large enough to be read at a distance of 1.5m.