GUIDELINES FOR POSTER PRESENTATION – CIE 2019

Please, pay careful attention to these guidelines which are intended to assist you by providing all instructions you may need.

Please inform CIE Central Bureau immediately of any changes in title, presenter or mailing address.

Size of Posters

A0 (119 cm high; 84 cm wide) (your poster must not exceed these dimensions!)

Preparing your Poster

The presentation on the poster has to be in English.

Organize your poster as follows:

➢ Purpose/introduction - subjects and methods - results - discussion/conclusion.
➢ Keep all elements of your poster (pictures, tables, graphics, drawings, photos) simple.
➢ Make sure that the poster speaks for itself and does not require extensive explanations.
➢ Please do not forget that your poster will be read from 1 m distance – so keep the font size large enough.
➢ Avoid commercial reference. Advertising of products is prohibited.

Mounting and Removal

Poster session	1	2
Mounting before	Monday, June 17, 12:00 noon	Tuesday, June 18, 12:00 noon
Removal after	Monday, June 17, 18:00 pm, no later than Tuesday, June 18, 12:00 noon	Tuesday, June 18, 18:10 pm, no later than Wednesday, June 19, 12:00 noon
Posters not removed in the timeframe, will be removed by the organizers and destroyed.		

Mounting material will be available on site. Staff will assist you in locating your poster wall and setting up your poster. Storage facilities for wrappings will be provided. Kindly contact the Registration Desk on-site.

If you cannot remove you poster in the time period, please designate a colleague to be responsible for removing your poster.

CIE and its staff are not responsible for packing, removing or shipping your poster.

Claims

Neither CIE nor the Conference Venue are responsible for any loss or damage of your poster or can be held liable for injuries to persons or damage to property owned by the poster presenter. CIE and the Conference Venue are free from all liabilities which may arise from the poster presenter's participation in CIE 2019 and its activities.