

# INSTRUCTION FOR MEEP POSTER PRESENTATION

Your paper has been selected for the Poster Show. This is a great opportunity to present your work, your institute and yourself to large audience during 2 dedicated poster sessions. Well-presented posters draw high levels of attention, and offer many opportunities for discussion during the conference.

Please observe the following instructions when preparing your visual presentation.

1. **Two Sessions** are officially scheduled for presentation of all MEEP posters, mounted in the designated poster area:

- Poster Session 1: Wednesday 3 July – time tbc
- Poster Session 2: Thursday 4 July – 13:15 to 15:00

Poster boards will be ready on Tuesday July 2, from 16:00

All posters must be mounted at the latest by 12:00 Wednesday 3 July.

Poster mounting stickers will be provided. No staples, thumbtacks, pins, or needles can be used.

- Poster session 1 is exclusively for MEEP attendees.  
Poster Session 2 is combined with the larger EFCF poster session, offering the opportunity to share your work with a wider audience. It is not compulsory for MEEP presenters to attend this session, however if you are able to, this offers an excellent additional opportunity for you to showcase your work.
- The poster area is open and accessible to all conference attendees (MEEP and EFCF) throughout the entire conference.

2. A sketch of the poster board arrangement can be found below.

<b>a. <u>Technical Content</u></b>	has to be put into the 84-90 cm wide and 120-128 cm high <b>main poster area (=A0 – World format)</b> . Use the entire area for your technical content.
<b>b. <u>Personal Information</u></b>	on authors (CV), institute, company, laboratory (main goals), etc. have to be shown in an <b>additional area</b> of 29.7 cm height and 21 cm width (format A4) <b>on the upper right part</b> of the board.
<b>c. <u>MEEP-ID, Title</u></b>	<b>of your presentation, your name and affiliation</b> according to abstract, will be provided by the MEEP organizing committee and appear in an <b>additional area</b> (format A3) <b>on the upper left part</b> of the board.

3. **Recommendations**

- ☞ Please post only the essentials in the poster. Restrict yourself to highlights, results, innovative ideas etc. The complete text of your presentation will be included in the electronic Conference Proceedings.
- ☞ Please use the "Arial" font (normal and/or bold) and the following letter sizes to make sure that all essential information can be read from a distance of 1.5 m.

# Headings: 48 pts (bold)

## Subheadings: 30 points (bold)

Text and equations: 18 points (normal)

## Poster Presentation: Board Size and Available Board Space

<p><b>MEEP-ID</b> Title of poster, Proceeding page No. Authors, Institution, Country</p> <p><b>We will provide this!</b> Format A3</p>	<p><b>Your Personal Info on:</b> Authors, Institute, Lab Company, etc. (main goals, product), Links, address, etc.</p> <p>Format A4</p>												
<p><b><u>For your Poster</u></b></p> <table><tr><td></td><td><b>Din A0</b></td><td></td><td><b>Worldformat</b></td></tr><tr><td>Width:</td><td>84.1</td><td>–</td><td>90.5 cm</td></tr><tr><td>Height:</td><td>118.9</td><td>–</td><td>128 cm</td></tr></table> <p><b><u>Technical Content</u></b></p>			<b>Din A0</b>		<b>Worldformat</b>	Width:	84.1	–	90.5 cm	Height:	118.9	–	128 cm
	<b>Din A0</b>		<b>Worldformat</b>										
Width:	84.1	–	90.5 cm										
Height:	118.9	–	128 cm										

**PLEASE NOTE: It is not possible to print posters on site in Lucerne.**  
You are required to bring your printed poster with you to the conference.