



Guidelines for preparing your poster

In order to communicate effectively the results of your research to the delegates, please pay attention to the instructions outlined below.

Equipment for poster displays

You are responsible for designing and printing your own poster. As poster boards are not provided, we recommend that your poster is printed as a free-standing pull-up banner.

Standard banner sizes of 2000mm height and 800-1500mm width will be suitable. Further guidance is provided below.

Poster installation

Posters should be set up from 10:00 on Thursday and before the lunch break at 12:30. Upon arrival, a member of the event organising team will direct you to the poster area. Posters will remain on display throughout the entire conference. Please endeavour to be beside your poster during breaks as often as possible.

Poster removal

Please do not remove your poster until after the lunch break on Friday afternoon. Any posters that are still in place after the conference has ended will be disposed of.

Poster competition

The conference will include a best poster prize competition, with the winner being awarded a free delegate pass for *Advances 2027*. The winner will be announced during the closing remarks on Friday afternoon.

Advances Online

Advances SharePoint folder is a platform available to Advances delegates where they can view on-demand the conference presentations. We will also add the posters to the platform so that delegates can continue to view the poster content after the conference. If you would like to make your poster available on Advances SharePoint then please send a pdf version to advances@icheme.org by Friday 11 September.



Producing your poster

Content

- Make your title short to summarise the message of the research.
- Do not include references unless it is imperative.

Style and layout

- The reading order of a poster should be down columns, rather than across rows.
- Put the conclusions in a prominent panel (preferably at the bottom of the poster).
- Do not justify the column text if there are few words to a line.
- Be selective in your use of bullet points, perhaps only in the conclusion.

Font

- Poster body text should be readable from 2 metres (with the possible exception of references). The title should be readable at 5 metres. Please check that the font size is adequate prior to finalising your poster.
- Mostly avoid capital letters except at the beginning of sentences and proper nouns.
- Do not underline anything, as this implies it is a link to the subject.
- Use bolder, larger typeface for the main titles and headings. It can be effective to use a different typeface for headings and subheadings.
- To emphasize body text, use a bold or italic font.

General Points

- Allow yourself plenty of preparation time.
- To make optimum use of the space your poster, we strongly recommend that your poster is portrait- orientated.
- Check the draft of your poster very carefully to ensure there are no typographical or style errors.
- Use matt, non-reflective encapsulation to protect the poster.
- Please bring your poster with you before registration where you will be given instructions on the location for displaying your poster.

If you have any queries regarding the information provided, please contact advances@icheme.org