

## **BVZS POSTER PRESENTATION GUIDELINES**

(Last updated: April 2017)

### **Size**

Recommended size for conference posters is A0 (841 x 1189 mm).

### **Format**

The standard format of a conference poster is

- Title, authors and affiliation
- Summary
- Introduction
- Materials and methods
- Results
- Conclusion
- Contact details

### **Font**

The text should be legible from a distance of about 1.5 to 2m. Fonts that are easy to read from this distance are Arial and Times New Roman. It is not recommended to use more than 2 font types in a single poster. It is recommended that titles and headings appear larger than the other text.

### **Background**

Choose background and foreground colour combinations that have high contrast and complement each other - black or dark blue on white or very light grey is good.

### **Figures**

The following types of figures can be used for clarity and summarisation of results:

- Graphs
- Diagrams
- Drawings
- Photos

All figures should be labelled. Annotations should be large enough to be read easily from a distance.

### **Presentation of the poster**

An abstract of your poster and a short biography will be printed in the conference proceedings and should be submitted prior to the abstract deadline. Guidelines and templates for your biography and abstract can be found under "Instructions for speakers and poster presenters" on the BVZS website. Your task as the presenter of the poster is to answer questions and provide further details. One coffee or tea break will be scheduled as a poster viewing break. Please be near your poster during this break so that delegates have the opportunity to enquire after your research.

### **Placement of the poster**

Please ask a member of the Conference Team where the allocated poster area is. You are personally responsible for your poster throughout the conference. Please bring blue tack and safety pins to the conference so that you can put up your poster. We will have poster boards available to put your poster onto.