Recommendations for Poster Presentations

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1. IMPORTANT INFORMATION

1.1 GENERAL INFO
To ensure the success of the forthcoming EAGE conference, and to satisfy the high expectations of the delegates, it is important that presenters adhere to certain standards and guidelines. These are explained in the following pages and you are requested to read them carefully.

As presenter you are going to communicate the result of your work. In doing so you have to consider carefully who your target audience is and what is of interest to them.

It should be kept in mind that the majority of delegates are practicing geoscientists who like to leave the conference with new ideas and developments that are applicable in their respective business activities. Targeting your presentation to a narrow audience of specialists is justified only for very specialised sessions.

Additionally, the amount and detail of information that can be communicated in a 20-minute presentation is very limited. This means that complexities, detailed derivations and involved arguments will fail to reach your audience. Simple statements and illustrations are easier to understand and these must convey the essence of your presentation.

*All presentations must be in English and programme times must be strictly adhered to.*

1.2 REGISTRATION
All speakers must register for the conference before 31 August 2015. All speakers are entitled to the early registration fee, during and until the deadline of the late fee period (31 August 2015). In order to register for this fee, please logon to the EAGE website using the codes which you received after acceptance of your extended abstract. If you are a member of EAGE, you can log in using your personal login credentials.

1.3 CANCELLATIONS
Should you be unable to give your presentation, please notify us by indicating this on the presenter name confirmation form before 30 June 2015. Your abstract will be removed from EarthDoc and from the proceedings (USB's/flashdrive).

Withdrawal of abstracts after 30 June 2015: your abstract will be removed from EarthDoc only, not from the proceedings since they have been taken into production by then. If the latter is the case and the author and/or the author’s company insists in removing the abstract, the production costs of new USB sticks/ flashdrives will be invoiced to the author’s company.

Please note that cancellation of presentations after 15 July 2015 will be considered as a no-show and will disqualify you from presenting at all EAGE events for the next 3 years.
2. POSTER PRESENTATIONS

A poster is an ideal medium for an informal exchange of ideas and for discussions. The EAGE believes that a poster presentation is equal in importance to an oral presentation.

2.1 PREPARATION

In order to obtain a design for your poster which aims to generate active discussion it is recommended to:

- Place the highlights at eye level (i.e. the upper half of the wall element)
- Divide your poster into at least three equal columns for readability of text. Illustrations may extend over 2 or 3 columns.
- Text and character size:
  - Word-process all text (including captions) and print on a plain light coloured background;
  - Use a minimum font size of 18 points. (text should be readable from 2 meter away);
  - Please include the abstract title and the authors;
- Illustrations:
  - Should have a resolution of 300 dpi to be suitable for printing on A0;
  - Should be placed large enough on the poster so it is readable from five feet away;
- Poster Format:
  - The maximum allowed paper size is A0;
  - Please use `Portrait` layout for your poster: there is 1 poster board available, per presentation.

2.2 PRESENTATION

As the presenter of a poster you have the distinct advantage of being able to draw the attention of your audience to particular illustrations. These can be studied and discussed in more detail.

To have a successful presentation, make sure your poster is attractive, well laid out and largely self-explanatory. The explanation of your poster should complement your visual display.

The poster presentation should be given during the allocated timeslot. Please note that the presenting author MUST be on site to present the poster. Simply hanging up the poster does not suffice as a presentation. Should you encounter difficulties presenting the poster, you are urged to contact your session chairman AND an EAGE representative, located at the registration desk.

The poster will be on display throughout the day of your presentation. This should be mounted between 08:15hrs and 08:45 hrs and should be removed on the same day at the conclusion of the technical programme. Should you fail to remove your poster, it will be thrown away.
2.3 POSTER FACILITIES
In order to facilitate presenting your poster, the EAGE will provide:
- Display unit: One wall element (side by side, inside measurements 95 cm wide and 236 cm high each).
- Poster number
- Attaching materials: Single and double sided tape (no tacks, nails, pins or staples are allowed).

3. CONTACT
For any questions which may arise, please let us direct you to the relevant email address:

Questions about the conference: nearsurface@eage.org
Questions about the Technical Programme: abstracts@eage.org