

## INFORMATION FOR POSTER PRESENTERS

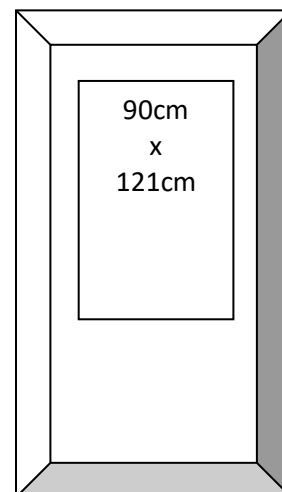
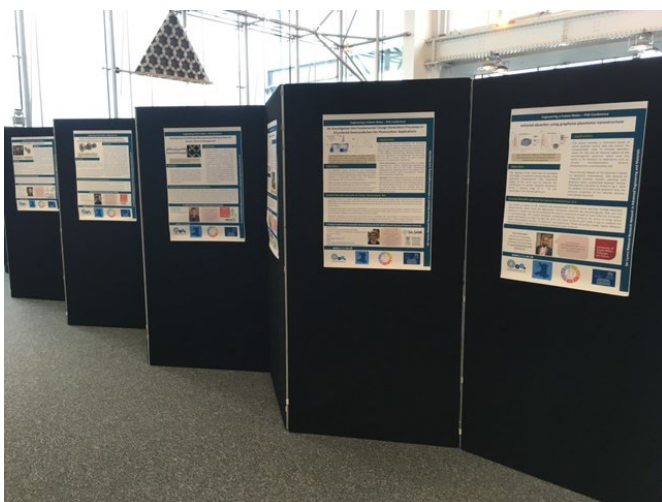
### Poster Panel Size

A **PORTRAIT** display area on the panel of 90cm wide x 120cm high (3ft x 4ft) will be allocated for each poster. Equivalent paper sizes include:

- ISO Standard A0 (84.1cm x 118.1cm; 33.1in x 46.8in)
- ANSI Standard size E (86.4cm x 111.8cm; 34in x 44in).

Please ensure that your poster does not exceed this size as you will overlap with the neighbouring board. It is recommended that you leave a margin of at least 7.5cm (3in) around the poster.

Please refer to the below visualisation of the poster panels to be used during the conference – **there will be one poster displayed on each side of the board** and each board will be attached to a neighbouring board to create a stable display.



### Poster Panel Allocation

A numbered panel will be allocated for each poster (separate from the abstract number you have been assigned).

There will be two poster sessions, one on 23 July and one on 24 July. Information on your allocated date and time will follow once we have received your registration. If you are unavailable on either of these dates, please contact Preethi Jayendran at [content-circ@elsevier.com](mailto:content-circ@elsevier.com) as soon as possible.

### Fixing

Posters should be fixed to boards with push pins or Velcro.

## **On Site Local Printing**

We have partnered with a local company to offer a discounted price for printing your poster.

### **Print Size**

- ISO Standard A0 (84.1cm x 118.1cm; 33.1in x 46.8in)
- Full colour
- 190gsm satin paper

### **Price**

Student discount price £25 (normally £42)

### **Discount code**

Quote the code to claim the event discount: **CARDIFFCELL24**

### **Payment**

- Payment can be arranged at the point of order
  - o UK students can pay by card over the phone
  - o International students can pay by bank transfer and our IBAN number will be quoted at the point of order

### **Sending files**

- All orders can be sent to [sales@printcentrecardiff.com](mailto:sales@printcentrecardiff.com)
- Quote "Cell Symposium" and the discount code **CARDIFFCELL24**
- Please send via free file transfer links such as [www.wetransfer.com](http://www.wetransfer.com) or [www.yousentit.com](http://www.yousentit.com)
- Please ensure that all artwork files have been flattened and are sent in a print ready PDF format as the company cannot be held responsible for any omissions such as logos

### **Collection**

Print Centre Cardiff

6 Windsor Place, Cardiff, CF10 3BX

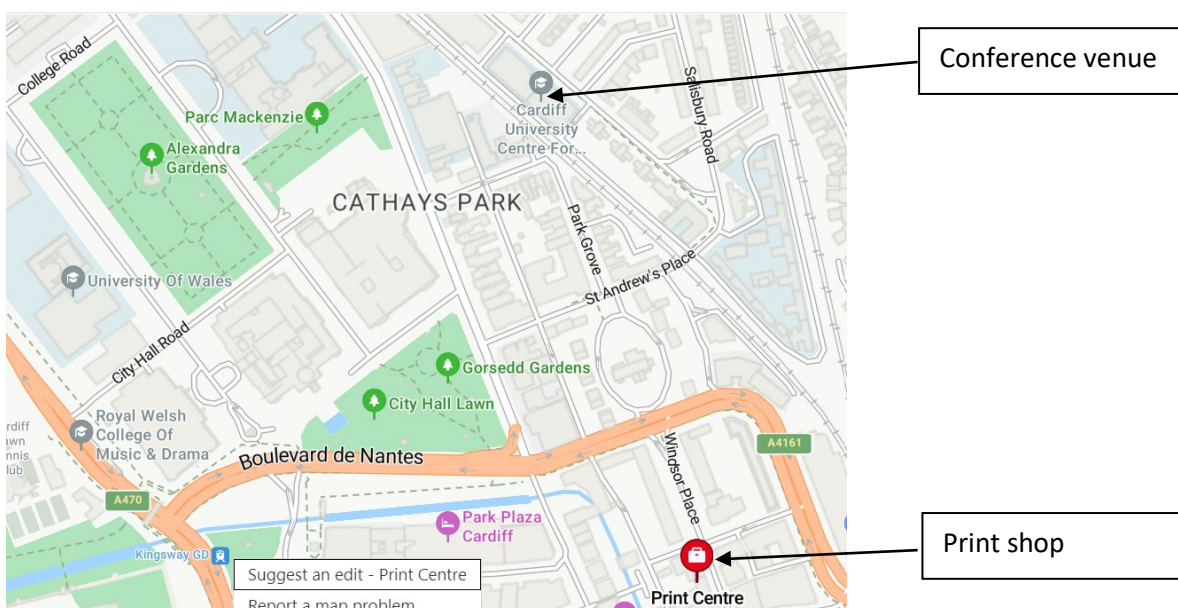
*Opposite Wethersoons Central Bar, City Centre*

Tel: +44 (0)29 2066 5049

Email: [sales@printcentrecardiff.com](mailto:sales@printcentrecardiff.com)

Opening hours

- Monday to Friday – 09:00-17:30
- Saturday – 09:00-14:00
- Sunday – Closed



# GENERAL GUIDELINES FOR POSTER PRODUCTION

A poster should be self-contained and self-explanatory, allowing different viewers to proceed on their own while the author is free to supplement or discuss particular points raised in inquiry. Presentations should be kept simple and clear and a mixture of text and graphics is recommended. Remember that the viewer, not the author, as in the case of slide presentations, determines the time spent at each poster.

## **Poster Layout**

Materials should be mounted on coloured poster paper or board. Use matt finish rather than glossy paper. Arrange materials in columns rather than rows. It is easier for viewers to scan a poster by moving along it rather than by zigzagging back and forth in front of it. An introduction should be placed at the upper left and a conclusion at the lower right.

## **Illustrations**

Figures should be designed to be viewed from a distance and should use clear, visible graphics and large type. Each figure or table should have a heading of one or two lines. Additional essential information should be provided below in a legend. Photographs should have good contrast, sharp focus and, if necessary, an indication of scale.

## **Text**

Minimise narrative. Use large type in short, separated paragraphs. Numbered or bulleted lists are effective ways to convey a series of points. Do not set entire paragraphs in uppercase or boldface type.

## **Titles and Fonts**

Titles and captions should be short and easy to read, in a sans serif font for preference. Use large lettering as this means a number of people can read the poster from a distance without overcrowding. Remember to caption your poster with the abstract title, authors names and affiliations

**Headings should  
be a minimum of  
50 point size**

**Whereas, 25 point size is suitable for  
text**