



## Poster Presentation Guidelines

### Preparation:

Posters should be designed in portrait format.

The poster board sizes are 1 853 mm (height) x 963 mm (width).

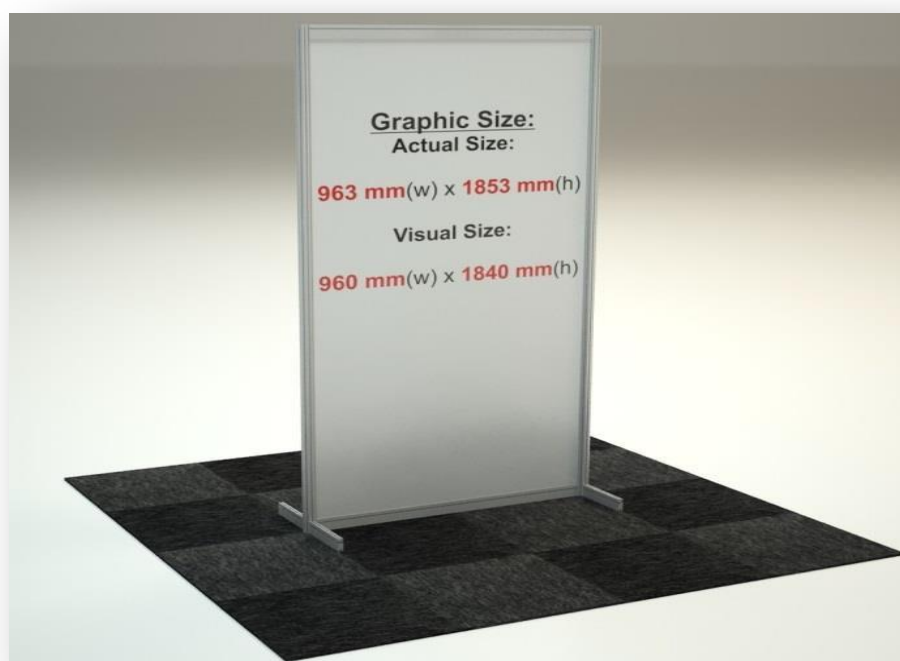
The ideal paper size is A0:

1,189 mm x 841 mm or 46.81" x 33.11"

In order to fit the poster board, your poster should not exceed the recommended size.

We recommend that you print on canvas or cloth (easy to transport) or thin cardboard. Traditional 80 or 90 gsm paper print will also be fine but it is recommended that the poster is then laminated.

Please ensure that your poster is not too heavy.



## Posters should include:

- Top left hand side: Poster (abstract) number (i.e. # 123)
- Poster title (top centre), followed by authors' names, institution, corresponding e-mail address
- Poster body with content covering only key aspects of the abstract.
- All posters have to be in English.

## Ensure good legibility, with the following as recommended guidelines:

- Lettering should be legible from 1 m (3.28 ft.) away.
- Use larger lettering for the poster's title and author's name(s)
- The font should be simple, clean-looking typeface that is easy to read
- Capitals and lower-case letters in combination are easier to read than all capitals.
- Bullets may be helpful in summarising information.

## Printing in Cape Town:

Posters can be printed in Cape Town as well. Herewith please find the contact details of a reputable printer to assist. Please note that posters will have to be collected from them in the city centre. They are NOT open over weekends.

### Contact:

Hot Ink, Andrew Mance, Tel: +27 (0)21 422 1208, E-mail: [andrew@hotink.co.za](mailto:andrew@hotink.co.za)

**File format:** PDF

**Cost:** Anti Curl PVC: A1: R220 incl A0: R365 incl  
200gsm Semi-Gloss  
A1: R200 incl  
A0: R320 incl

Anti Curl PVC:  
A1: R220 incl  
A0: R365 incl

**Payment:** Credit card or cash (ZAR) on collection.

## **Poster venue:**

Exhibition Hall 1a, Ground Floor, Cape Town International Convention Centre.

## **Poster times, Mounting and Removing of Posters:**

Posters have to be displayed according to the poster walk sessions, that authors have been allocated to.

**Poster Walk Sessions:** Saturday 1 December, 13:00 - 14:00  
Sunday 2 December, 13:00 - 14:00  
Monday 3 December, 13:00 - 14:00

**Mounting:** Saturday 1 December, 08h30 - 12h00  
Sunday 2 December, 07h00 - 12h00  
Monday 3 December, 07h00 - 12h00

**Remove:** Saturday 1 December, 14:00 - 18:15  
Sunday 2 December, 14:00 - 19:00  
Monday 3 December, 14:00 - 19:00  
If not removed by the author, the poster will be removed and disposed of by organisers.

The organisers will provide suitable fixing materials. Fixing materials can be collected from the poster help desk in Hall 1a.

Should you require any further assistance, please do not hesitate to contact the conference office.

Kind regards

**ICE - SEMDSA 2018 Abstract Management Team**  
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Office hours: 08h30 – 17h00 (Monday – Thursday) and 08h30 – 16h00 (Friday) – GMT+2.