

## General Presenter Information

All sessions will be final as scheduled. We are unable to honor requests for time and/or date changes regarding presentations once the schedule has been finalized. If, for some reason, you must withdraw your presentation due to a scheduling conflict, please let us know before the conference, as soon as possible.

All presenters and other conference participants are required to register at the special desk (open at the conference venue from June 28, 10 a.m.) and make their own hotel reservations and travel arrangements.

## Highlights for the poster presentations

**The Conference's Poster Session will allow presenters to communicate their concepts and research on a large-format poster. The main advantage of a poster is that it allows you to more personally interact with people who are interested in your work. In addition, you are able to present your approach to a wider group of participants as your presentation is not as time limited as talks.**

All posters will be presented during the entire conference, however, a specific time slot will also be dedicated to highlight the posters and have a more open discussion on the posters. Poster sessions will take place in the conference venue, on the 1st and 2nd floor. Presenters are only required to consider their presents during suggested presentation time.

**The posters should be presented in form of large-scale roll-up banners with dimensions 80 x 200 cm.** (it can be a bit smaller but not bigger than these dimensions)

**The author must perform poster at his own expense (likely costs between 20 – 40 EUR). The method of poster attachment is not limited (roll tape like on the picture below, frame etc.), however it is impossible to stick the poster to the walls.**



## **Poster Design Suggestions**

- All posters should include a title and list the authors and their affiliations.
- Use a crisp, clean design.
- Make illustrations simple and bold, with visible captions. Enlarge photos, tables, and charts to show pertinent details clearly.
- Do not tell the entire research history. Present only enough data to support your conclusions and show the originality of the work. The best posters display a succinct statement of major conclusions at the beginning, followed by supporting text and a brief summary at the end.
- You may use the QR codes.
- Displayed materials should be self-explanatory, freeing you for discussion.
- You may want to bring handouts of your abstract or copies of your data and conclusions to share with interested viewers. Some authors also provide sign-up sheets to record names and addresses of attendees who might wish more information, reprints, etc.

## **Set Up and Removal Times**

- Posters must be placed in advance of the first scheduled conference session and remain in place all day.
- All poster areas must be cleared after conference, so presenters must remove their posters no later than 1 hour after the closing of the conference.
- The organizing committee is not responsible for posters left after the conference.

## **Poster Preparing & Shipping Information**

- You are responsible for personally preparing & transporting your poster to the conference venue or mailing your poster to yourself at the hotel where you will be staying in Cracow.
- You may also ship your poster directly to the CLC2016 organizers after the e-mail contact with them.
- In case of any questions or problems do not hesitate to contact CLC2016 organizers.