

15th European Conference on Developmental Psychology

23–27 August 2011 – Bergen – Norway

POSTER BRIEFING NOTES

The ECDP 2011 committee welcomes your contribution to the 2011 Annual Meeting. In order to ensure that your presentation runs smoothly, a number of services and facilities will be provided for you. Please take the time to **read these briefing notes ahead of time** to ensure your presentation is successful.

GENERAL INFORMATION

Poster presenters will need to check in at the registration desk when they first arrive at the conference to collect their name badge and other related materials. From there presenters will be directed to the Poster Display area where posters can be mounted on allocated poster boards.

If you have any queries regarding the program or your presentation, please visit the **registration desk** located near the entrance area at the Conference Venue (the Grieg Hall). The desk will operate during the following times:

Tuesday	23 August 2011	4 p.m. – 6 p.m.
Wednesday	24 August 2011	7 a.m. – 5 p.m.
Thursday	25 August 2011	7.30 a.m. – 4 p.m.
Friday	26 August	7.30 a.m. – 4 p.m.
Saturday	27 August 2011	8.45 a.m. – 10.30 a.m.

POSTER PROCEDURE

Poster boards will be located on the 1st floor. A list of posters and allocated numbers will be in the Program Book that you will receive when you register onsite.

Posters will be displayed only for 1 day of the conference.

Please ensure you check the program to confirm which day your poster will be displayed.

Please ensure that your poster is displayed on the correct poster board. Do not place your poster in an alternate location.

Please ensure you collect your poster at the conclusion of the session your poster was on display. Posters left behind at the conclusion of the Conference will be discarded.

Please put up your posters before 8 a.m. the day of your presentation and remove them at the end of the day.

PREPARATION OF POSTERS

Posters should meet the following criteria:

Title

The title should reflect the content of your poster and match your abstract submission.

Contact information

Name, organisation, telephone number, email address of the corresponding author and the affiliations of all co-authors should appear on the poster.

Size

Poster dimensions are to be no more than **portrait size AO** 841mm X 1189mm.

The Board itself will only be 1m wide, therefore any posters that are larger than 900mm will not fit and will overlap with another presenter's poster.

Language

Please note that the official Conference language is English. All posters must be displayed in English.

RECOMMENDATIONS:

Title: 20-24 mm or 100 point maximum/ bold

At the top of the poster include the title of the presentation, the name of the authors and the contact details for the corresponding author.

Headings: 48 point is suggested, 60 point maximum

Title Case Headings such as "Introduction", "Methods", "Results", "Discussion" and "Conclusions" are useful.

Content: 24-28 point. 32 point maximum. Single spaced

The text should be brief throughout. Any description of methods should be simple and concise.

GENERAL ADVICE FOR THOSE WHO HAVE NOT PREVIOUSLY PRESENTED A POSTER

The message that your poster contains should be clear and understandable without the requirement of oral explanation. Methods should be presented simply and concisely.

Please ensure your poster is professionally printed.

Handouts can be very useful, however please note that these cannot be placed on the floor for safety reasons. If handouts or poster packaging is found on the floor the Meeting Managers will remove it. Handouts can be secured in a pouch attached to your poster if you wish to supply these; alternatively you can hand items to interested delegates.

After the title, the two most important panels are the Introduction and the Conclusion. On the basis of these two panels, a reader will decide whether to consider the poster details and perhaps talk to the presenter. These panels need to be very simple, concise and visually attractive.

Results should be presented graphically if possible. Avoid large tables of data.

Use pictures, symbols and colour. Figure legends are essential and should be short but informative. Each graph should have a short heading. For visual effect, we recommend that graphs be no smaller than 12cm x 18cm.

A matt finish on photographs gives better visibility. Photographs should be no smaller than 12cm x 18cm. Use the space to attract your audience for discussion, not to present complex details of methods and results.

FURTHER ASSISTANCE

If you require further assistance regarding practical matters, please contact the PCO Kongress & Kultur AS at media@kongress.no

Thank you for your help in making the ECDP 2011 a success!