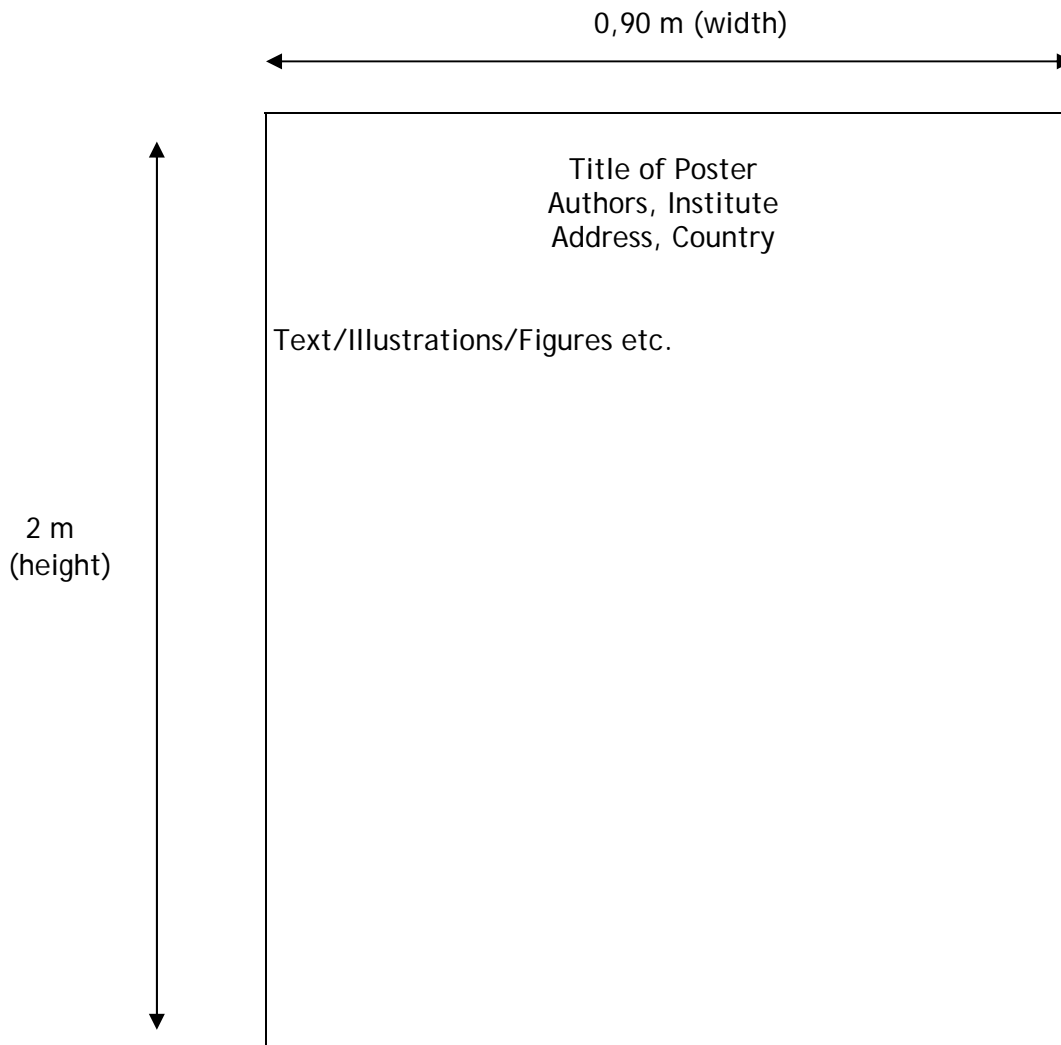


13 th International symposium on Loss Prevention

Poster Presentation Instructions



Preparing your poster

In order to efficiently communicate the results of your research to the viewers, you are kindly requested to devote considerable effort in the design of your poster. Please pay attention to details by carefully following the instructions outlined below.

For each poster one board is placed at the author's disposal (see sketch). Size of the poster : 2m high (**only 1,70m is of practical use**) and 0,90m width. Posters should be prepared so that they are intelligible in themselves. A summary should list the pertinent results and conclusions. You should realize that a poster overloaded with information will rarely attract attention. Use colours for emphasis, and also symbols and schemes.

Poster number

At the upper left corner of the poster board a section is reserved for the number of your poster and the author's name (to be prepared by the organizers). Please ensure that your contribution title is printed on your poster.

Display, Installation, Presentation and Removal Times

Posters will be on display on the first two days of the symposium. The poster has to be removed on Wednesday morning. The poster author will be expected to be standing by his poster on Monday between 17.15h and 18.00h and on Tuesday between 16.15h and 18.00h to answer any questions that viewers may have.

GUIDELINES FOR PRODUCING POSTERS

Content :

1. Make your title short to summarise the message of the research
2. Do not include references unless it is imperative.

Style matters - Layout :

1. If using A4 pieces of paper ensure that they are mounted on a large sheet or card
2. The reading order of a poster should be down columns, rather than across rows.
3. Use just one or two colours on a plain coloured background
4. Put the conclusions in a prominent panel (preferably at the bottom of the poster).
5. Do not justify the column text if there are few words to a line.
6. Be selective in your use of bullet points, perhaps only in the conclusion.

Style matters - Font :

1. Poster body text must be readable from 2 metres (with possible exception references) and the title for 4 - 5 metres.
2. Mostly avoid capital letters except at the beginning of sentences and proper nouns.
3. Do not underline anything
4. Use bolder, larger typeface for the main titles and headings. It can be effective to use a different typeface for headings and subheadings.
5. To emphasize body text, use a bold or italic font.

Style matters - General Points :

1. Allow yourself plenty of preparation time
2. When preparing your poster, take note of the display space provided by the symposium. For this symposium you will have a 0,90m wide x 2m high display space. The width of the poster is to be absolutely no wider than 0,90m, the height 1,70m
3. Check the draft of your poster very carefully to ensure there are no typographical or style errors.
4. Use matt (non reflective) encapsulation to protect the poster.

Please bring your poster with you to the registration, you will then be given instructions on the location and how to display your poster. Material for fixing the posters will be provided.

Thank you for your valuable contribution to this symposium. Please do not hesitate to contact the Symposium Secretariat at the address below should you require any assistance before or during the Symposium.

Poster Information :

13rd International Symposium on Loss Prevention

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