

## Printed Poster Guidelines

International Association for Dental Research ANZ Annual Meeting 2023  
27-29 September 2023  
Charles Perkins Centre, The University of Sydney  
<https://iadranz2023.org/>

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## PRINTED POSTER GUIDELINES

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The International Association for Dental Research Australia and New Zealand (IADR ANZ) Organising Committee welcomes your contribution to the 2023 Conference.

Please take the time to **read these guidelines ahead of time.**

### POSTER PREPARATION

Posters should be a visual presentation of your submitted 1-page paper and they should stimulate discussion, not give a long presentation. Therefore, keep text to a minimum, emphasise graphics, and make sure everything in your poster is necessary. Posters should meet the following criteria:

#### TITLE

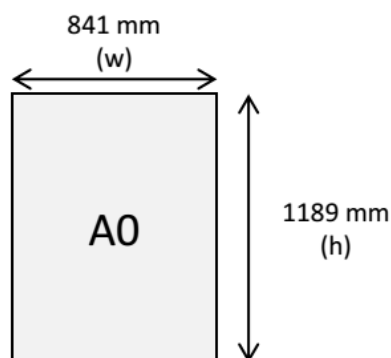
The title should be the same as indicated in the original submitted paper.

#### CONTACT INFORMATION

Name of all authors and their organisation should appear on the poster.

#### SIZE

The poster will be printed in A0 size, portrait style. Posters must be no larger than **portrait A0 (841mm × 1189mm) (2.7592ft x 3.9009ft) (33.1 x 46.8 in).**



Posters larger than these dimensions will exceed the allocated space per poster and it will not be possible to display the poster during the Conference. It is therefore essential that the poster adheres to the specified measurements.

#### LETTERING

The poster should be easily readable at a distance of two (2) metres.

Type of Text	Character Size	Case/Style	General Advice
TITLE	20-24 mm or 100 point maximum	Title Case / <b>Bold</b>	At the top of the poster include the title of the presentation, the name of the author(s) and their organisation(s).

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<b>HEADINGS</b>	48 point is suggested 60 point maximum	Title Case	Headings such as “Introduction”, “Methods”, “Results”, “Discussions” and “Conclusions” are useful.
<b>CONTENT</b>	24-28 point 32 maximum Single spaced	Upper and Lower Case	The text should be brief throughout. Any description of methods should be simple and concise.
<b>LABELS AND TEXT IN LABELS</b>	28 point	Upper and Lower Case	Any description of methods should be simple and concise

### Printing

It is recommended to use 100% recycled paper (uncoated, no gloss, off-white), vegetable-based inks (made from the extracts of corn, walnut, coconut, linseed, canola and soybean, the oils), dry digital printing toner.

## REGISTRATION DETAILS

### Onsite at the Conference

Please visit the registration desk when you first arrive at the Conference and collect your name badge and other related materials.

If you have any queries regarding the program or your poster, please visit the registration desk in the foyer of the Charles Perkins Centre. The desk will operate during the following times:

### Registration desk opening times:

Wednesday, 27 September 2023	07:30 – 17:00
Thursday, 28 September 2023	08:00 – 17:00
Friday, 29 September 2023	08:00 – 12:00

*\*Times are subject to change.*

## POSTER PRESENTATION TIME

There will be dedicated poster sessions onsite. Each poster confirmed in the program will be allocated a dedicated poster time.

A dedicated poster program will be made available on the website for attendees and authors to view of all accepted posters for presentation. Posters will also be available for viewing during catering breaks. Authors are encouraged to stand by their posters during refreshment breaks and liaise with delegates browsing the poster area.

***Please note that you are required to bring Velcro to attach your poster to the poster boards – the use of pins to secure posters is not effective as the poster boards are covered in a felt material.***

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### POSTER DISPLAY LOCATION

Poster boards will be located in the **foyer outside the session rooms at the Charles Perkins Centre.**

A list of posters and allocated numbers will be available on the Conference Website and Conference App. A poster board number will be stuck to the poster boards onsite. Please ensure that your poster is displayed on the correct poster board. **Do not place your poster in an alternate location.**

### POSTER SET-UP/REMOVAL TIMES

In order to set-up your poster, it will be necessary to collect your badge first, so you are able to gain access to the poster area.

Set-up of posters will be based on your nominated poster presentation time. This will be shared with you early September.

Please note that if your poster is not removed by the specified time then the Conference Managers or the venue will dispose of the poster.

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### GENERAL ADVICE FOR FIRST TIME PRESENTERS

- The message that your poster contains should be clear and understandable without a requirement for oral explanation. Methods should be presented simply and concisely.
- 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 Conference Managers will remove it. If you wish to supply handouts, you must hand these to delegates personally or provide a holder that can be attached to your poster board with Velcro.
- 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. For visual effect, we recommend that graphs be no smaller than 12cm x 18cm. **Please be mindful of any copyright issues of photos used when creating your poster.**
- Use pictures, symbols, and colour. Figure legends are essential and should be short but informative. Each graph should have a short heading. 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.

### DECLARATION OF INTEREST

All financial support for the work and collaboration must be acknowledged as part of the presentation.

### LANGUAGE

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

**Thank you for your help in making the IADR ANZ 2023 Conference a success.**

If you require further assistance, please contact the Conference Managers at:

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