

# GUIDELINES ON PREPARATION AND PRESENTATION OF A POSTER

## General

All posters will be displayed for the entire duration of the conference. Posters will be displayed in thematic poster sessions. The thematic poster sessions are scheduled from 15:30 – 16:30 as follows:

MONDAY, 30 September 2013:

- Member State experience with SPECT, PET, echocardiography, CT and MRI in the management of CVDs

TUESDAY, 01 October 2013:

- Member State experience with SPECT, PET, echocardiography, CT and MRI in the management of CVDs

THURSDAY, 3 October 2013:

- Member State experience with SPECT, PET, echocardiography, CT and MRI in the management of CVDs
- Use of hybrid imaging or integrated imaging in CVD management
- Radiopharmaceutical production using cyclotrons and radionuclide generators - including good manufacturing practice and quality assurance aspects - with special reference to imaging agents for CVDs
- Issues of medical physics, instrumentation and image processing and analysis related to CVD imaging
- Quality management, quality control, quality assurance and audits in integrated medical imaging and nuclear medicine practice
- Radiation protection for personnel and dose reduction for patients

## Procedure

Please follow the steps below for your poster presentation:

- On Monday, 30 September 2013, the first day of the Conference: please mount your poster to the appropriate poster board (labelled with your poster number) as early as possible, preferably before the opening session (9:30 AM)
- Be at your poster for discussion during your relevant poster session (15:30-16:30).
- If you have multiple posters for the same poster session, please place a message on the posterboard, denoting your location.
- Dismantle your poster on the last day of the conference, Friday, 4 October 2013, (13:30-14:30).

Please bring your printed poster with you to the conference. The IAEA does not have facilities available to print your poster on-site.

## PREPARATION OF POSTER

Each poster author will be assigned a poster board (layout: portrait)

The size of the boards is:

Height: 210 cm, Width: 90 cm

The recommended poster size is A0 (118.8 cm x 84.0 cm)

The top of the poster should display, in lettering not smaller than 3 cm in height, the following information:

TITLE OF PAPER, NAME(S) OF AUTHOR(S), AFFILIATION(S).

The text of the poster should be easily readable from a distance of 2 to 2.5 m.

Use bold lettering at least 1 cm high.

Information on a poster should attract attention. It should therefore be limited to the most important facts only. The poster should be divided into:

- Introduction
- Objective
- Methods
- Results
- Conclusions

or an equivalent division.

It is advisable to leave details and explanations for face-to-face discussions.

Text and presentation should be in English.

## **Awards**

All posters presented at the IMIC 2013 will be eligible for poster awards provided that they are presented in person during the poster sessions.

A selection committee will be appointed by IAEA to review the posters on display at the conference, attend the poster presentations, and, at the conclusion of the conference, select a predetermined number of posters to receive the award.