

5th EGEE User Forum Poster Guidelines

These guidelines have been prepared to help authors prepare posters for display at the EGEE UF5. Please read them carefully, and make every effort to follow the recommendations. **The best poster will be selected through a poll among all conference attendees and will be awarded during the closing plenary session.**

- **It is absolutely essential that experienced personnel are available to present the poster and answer detailed questions during the two scheduled poster sessions (Monday and Wednesday afternoons).**
- The posters will be on display all week in the exhibition area containing the booths - which is also one of the serving areas for coffee during the breaks. Poster Boards will be available from Monday 09:00 till Thursday 13:00. We encourage you to leave your poster for public display throughout the conference.
- You are strongly encouraged to describe how interested parties can contact you while at the conference (e.g. email) or to spend time there during the breaks.
- In order to improve the visibility of your contribution, a reference can be made to your poster in a relevant oral session that best fits the subject of your work. In order to make this happen, you should check the online timetable, identify the appropriate session and get in touch with the convener(s) in order to make sure that your poster will be mentioned in the overview session presentation.
- **Posters should be printed in A0 portrait orientation.** The maximum size of the poster board that can be used is 100cm wide and 140cm high.
- The organizers will provide pins for hanging the poster.
- EGEE Members are requested to use the project's poster template available at <http://eu-egee.org/index.php?id=413>.
- Each poster board is assigned a number. **Make sure that you make your installation in the correct board.** The board assignments per poster will be sent to you by email.