

## **FOA 2016 – 29 May 2016 to 3 June 2016 in Friedrichshafen/Lake Constance**

### **Instructions for the Preparation of Posters**

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#### **General Information**

The posters will be presented and numbered according to the poster programme. The posters are to be mounted until Monday, 30 May 2016, 8:40 and to be removed at the end of the conference on Friday, 3 June 2016, until 13:30.

The **poster discussions** will take place on Monday, 30 May 2016, 17:30 to 19:00 and Tuesday, 31 May 2016, 17:30 to 19:00.

Further opportunities to present the posters are during the coffee and lunch breaks.

#### **Technical Information**

Each poster will be in the size of **0,85 m width** and **1,2 m height (DIN A 0)**. The **poster number** is mounted on top of the board.

The **author's name and address** and the **title of the paper** are to be indicated on the top section of the poster.

Material for attaching the posters will be supplied by the organisers. Writing or painting on the poster board is not allowed.

#### **Preparation of the Poster:**

As a major guideline it is proposed to make the poster intelligible in itself, even in the absence of the author. It is suggested to divide the contents of each poster into **introduction, results** and **conclusions**, with a summary listing the pertinent results and conclusions.

The poster should be legible from a distance of 2-3 meters. Therefore, the **minimum size** should be:

- 20 cm for graphs;
- 3 cm for the paper's title and the names/adresses of the authors in the heading label;
- 1,5 cm for sections headings such as introduction, results, labeling of figures and tables;
- 0,8 cm characters in height for further text.

Line spacing: 1,1 cm at minimum; 10 of such lines correspond to one figure.

Please use colours, symbols and schemes for improved clarity.

## Instructions for Poster-Authors

The standard size for all posters is 0.85 x 1.2 m  
(DIN A 0-German Standard) vertically orientated as shown below

