



XXII MEETING OF THE INTERNATIONAL MINERALOGICAL ASSOCIATION

13-17 AUGUST 2018 | MELBOURNE

POSTER PRESENTATION GUIDELINES

PRESENTATION DETAILS

1. Your presentation date will be included in your final poster presentation details letter.
 - a. Tuesday 14 August 2018 presenters:
 - i. Posters should be put up between **0800-0900 hours on Monday 13 August 2018** and should be **removed at the conclusion of the formal poster viewing session on Tuesday 14 August 2018**.
 - ii. The formal poster viewing session will take place on Tuesday evening from **1745-1900 hours**. Presenters are asked to stand by their posters during this time to answer any questions regarding their work.
 - b. Wednesday 15 August 2018 presenters:
 - i. Posters should be put up between **0730-0830 hours on Wednesday 15 August 2018** and should be removed by 1330 hours on Friday 17 August 2018.
 - ii. The formal poster viewing session will take place on Wednesday evening from **1745-1900 hours**. Presenters are asked to stand by their posters during this time to answer any questions regarding their work.

Any posters not removed from the poster display area by the above time(s) will be removed and disposed of.

2. Your poster board number will also be included in your final poster presentation details letter. Please note that the number allocated to your poster presentation will be on the corresponding poster board.
3. Posters will be displayed within Main Foyer 2 of the Melbourne Convention Centre next to the IMA2018 industry exhibition. Please report to the registration desk for instructions upon your arrival.
4. We recommend using Velcro to mount material on the panel as poster boards will be Velcro compatible. **Please visit the registration desk to obtain Velcro for your poster(s).**
5. You may wish to consider having a synopsis of your research (e.g. A4 or US letter sized copies of the poster) available at your poster, or a business card if people wish to contact you after the meeting. These should be placed in pockets attached to the poster (presenter's responsibility to supply).



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POSTER DESIGN

1. Your poster space allocation is A0 size, portrait format (1189mm high x 841mm wide – maximum size). Any posters that exceed this A0 sizing will not be able to be displayed.
2. Posters should include the name(s) and affiliations of the author(s) to facilitate identification at the meeting.
3. All text lettering, diagrams and photographs should be large enough to be legible at a distance of 1.5m. Lettering used for titles should be 24 point minimum (preferably Arial font).
4. Large type from a word processor, photo-enlarged typing, stenciling, and rub-down letters (e.g. Letraset) are recommended for text and captions. Freehand lettering is not recommended except for last-minute alterations.
5. The use of figures and charts is suggested, avoiding excessive text.
6. The text appearing on the poster is to be written in English. Suggested sections include:
 - Title: In English as it appears in the submitted abstract
 - Authors (main author's photograph for identification is suggested)
 - Aim (brief)
 - Materials and Methods (brief)
 - Results (Captions and headings for photographs, tables, figures etc)
 - Conclusion/Discussion (brief)
 - References (limited to a maximum of 3)
7. In preparing the poster you should not attempt to detail your entire research history. Present only enough data to support conclusions or to explain the point(s) you wish to make. Data should be kept to a minimum in favour of diagrams and photographs. Aim to put across a simple message in an eye catching manner.

If you have any questions please contact info@ima2018.com.

POSTER PRINTING

MCI Australia has partnered with Snap West Melbourne to assist poster presenters with local print requests.

If you would like to print your poster locally in Melbourne, please use the below details to register for a Snap Online account to process your order. Alternatively, please email peter@wmelb.snap.com.au if you have any enquiries.

1. Go to the [Snap My Online Orders](#) website
2. Click 'LOGIN'





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3. Click 'Register'

A screenshot of a web login form. The form has a title bar that says 'Login' with a close button (X). It contains two input fields: 'User Name' and 'Password'. Below the password field is a checkbox labeled 'Remember User Name'. There is a blue 'Login' button and a link that says 'Forgot Your Password?'. At the bottom of the form, there is a link that says 'New User? Register', which is highlighted with an orange rectangular box.

4. Enter your Contact Information and Account Information

5. Click on the POSTER & BANNERS icon to design and order your poster

