

FORMAT FOR POSTERS – SMA ENVIRONMENTAL FORUM 2018

1. General

All posters will be displayed for the entire duration of the forum (October 16-18, 2018). Posters will be displayed in the hallway outside of the conference rooms at the Saskatoon Inn <http://www.saskatooninn.com/>

Poster sessions are to be set up from **15:30 - 16:30 on Tuesday October 16, 2018.**

2. Procedure

Please follow the steps below for your poster presentation:

- Tuesday October 16, 2018 - the registration day for the forum: please mount your poster to the appropriate poster board (labelled with your poster number) between 15:30 - 16:30.
 - Be at your poster for discussion during the welcome reception (16:30-18:00).
 - If you have multiple posters, please place a message on the poster board, denoting your location.
- Wednesday October 17, 2018
 - Be at your poster for discussion during the breaks/lunch as your schedule allows. Breaks and lunch are from 10:30-11:00, 12:30-13:30 and 15:00-15:30. You may enjoy the presentations when not at your poster.
- Thursday October 18, 2018
 - Be at your poster for discussion during the breaks/lunch as your schedule allows. Breaks and lunch are from 10:00-10:30, 12:00-13:00 and 14:30-15:00. You may enjoy the presentations when not at your poster.
 - **Dismantle your poster on the last day of the forum, between 13:30-16:30.**

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

3. Preparation of the Poster

Each poster author will be assigned a poster board and associated poster number.

- The size of the boards (with stands) provided by the SMA are: 1.2 m x 2.4 m (4'x8')
- The orientation may be either Portrait or Landscape

The top of the poster should display, in lettering not smaller than 2.5 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.

4. Awards

All posters presented at the SMA Environmental Forum 2018 will be eligible for poster awards provided that they are presented in person during the forum.

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