

International Conference on the Management of Spent Fuel from Nuclear Power Reactors: Meeting the Moment (CN-323) #SFM24

Vienna, Austria
10-14 June 2024

IAEA Guidelines for Authors on Preparation and Presentation of Posters

PREPARATION OF A POSTER

The poster should be a visual presentation of your submitted full paper. Posters should meet the following criteria:

Poster Size

All poster orientation should be in **portrait** format and in **A0 size**: 1189 mm high and 841 mm wide.

Logos and Poster Number

Kindly write the paper ID (IAEA-CN323-XXX) on the upper right (**80 point font size**).

You can insert the logos of the major institutions anywhere on the Poster as per your requirement.

Title

The title should be the same as in the submitted abstract and full paper.

The top of the poster should display, in lettering of **60 point font size**, the following information: Title of the Paper, Name(s) of the Author(s), Affiliation(s) and Email of main contact author.

Headings

48 point font size is recommended for headings (capital letters).

Lettering

The poster should be easily readable at a distance of **two meters**. Use UPPER and lower case for general content, as all-capital text is difficult to read. Avoid using mixtures of type/font styles. Text and presentation should be in **English only**.

Content

Single spaced 32 font size is recommended. The text should be concise and easy to read. Avoid using full sentences, but rather use short text in bullet point format. The message that your poster contains should be clear and understandable without the requirement of oral explanation. If relevant, methods should be presented simply and concisely.

After the title, the two most important sections are the Introduction and the Conclusions. On the basis of these two sections, a reader will decide whether to consider the poster details and perhaps talk to the presenter. These sections need to be very simple, concise and visually attractive.

Results should be presented graphically if possible. Avoid large tables of data. Results should be in line with those originally submitted in your abstract. If using tables, they should have a short heading (**28 point font size italic**).

Use pictures, graphs and colour. “**A picture is worth a thousand words...**”. Figure legends are essential and should be short but informative (use **28 point font size italic** for legends).

If using graphs, for visual effect, we recommend that graphs be no smaller than 12 cm x 18 cm.

Photographs should be no smaller than 12 cm x 18 cm and use a resolution of at least 600 dpi.

Use the space on the poster to attract your audience for discussion, not to present complex details of methods and results.

Please be aware that all display material should be prepared in advance. **It is not possible to print posters at the conference site.** Pins for mounting posters are available on-site.

POSTER PRESENTATION ON THE CONFERENCE APP AND AT THE MEETING

Posters will be made available on the IAEA Conference and Meetings App (available for download at Google Play and the iTunes Store), therefore please upload a **PDF or PowerPoint presentation** of the poster **in INDICO** by **27 May 2024 at the latest**.

PRESENTATION AT THE CONFERENCE

Each presenter is responsible for affixing their poster onto their allocated board. Pins will be provided on each board and it will be marked clearly with their related paper number. Should you require any assistance; staff at the conference registration desk will be there to assist you.

Authors are requested to be present at their posters during the dedicated poster sessions for discussion with interested participants.