



## POSTER PRESENTER GUIDELINES: WERA FOCAL MEETING, 5-8 AUGUST, TOKYO, JAPAN

---

The 2019 WERA Focal meeting is around the corner.

Please be aware of the following information when planning your poster presentation to ensure that it adheres to the necessary requirements. Poster sessions are visual displays of research findings, which provide the presenter with an opportunity for discussion of the research and findings. Work with initial findings or in early stages of development and studies that are best conveyed with data analytic methods or pictorial or hands-on displays might be especially appropriate for a poster.

### General considerations:

- Posters must be printed in A0 (841 x 1189 mm / 33.1 x 46.8 in) in portrait/upright format.
- Your material should be mounted on poster board or cardboard. Avoid the use of heavy materials, which may be difficult to keep in position on the poster surface.
- It is up to the participants to make sure that they bring their own supplies (e.g. fasteners).
- Plan to set up your display 15 minutes before the session is to begin. Date, time and venue will be confirmed with the presenter.
- The presenting author should be available throughout the session.

### Poster structure and information guidelines:

The poster should be as self-explanatory as possible so that your main job is to supplement the information it contains. To reach this aim, make it clear, structured, concise and attractive with the following information:

- The paper title and the authors' name and affiliations should appear at the top of the poster.
- The abstract (250 words or less) should be placed in the upper left portion of the poster, with a conclusion (major conclusions, theoretical and/or practical implications) in the lower right hand corner.
- Although there is considerable room for flexibility (please see the 'poster template' on the conference website as example), it is often useful to have panels indicating the aims of the research (research problem statement or objective of the project), hypothesis or research questions, method (a description of the sample, design, materials and procedure of the study) and analyses of the study. Another panel might highlight the important results, with a few panels being used to present the main points in tables or figures.
- The major titles/subtitles should be in large letters, at least 3 cm / 1.1811 in when printed.
- Figures and tables should be kept as simple as possible, so that viewers can readily take away the main message.
- A brief large type heading of no more than one or two lines should be provided above each illustration, with more detailed information added in smaller type beneath the illustration.
- When working on the arrangement of your display on the poster, be aware that it is preferable to align materials in columns rather than rows.

If you have additional questions or concerns, please contact the 2019 WERA Focal meeting at [admin@wera-tokyo.com](mailto:admin@wera-tokyo.com).

Warm regards,  
Ingrid Gogolin  
WERA President

Liesel Ebersöhn  
WERA Secretary General