

1. Oral Presentations

Oral presentations are scheduled to be 20 minutes each, plus 10 minutes for questions, running in three parallel sessions. Your session chair will provide timing cards indicating how much time you have left. Please stop promptly when your 20 minutes are up; we will be trying very hard to keep all sessions synchronized.

All lecture halls are equipped with computers, projectors and microphones. If you need an adapter/dongle, please bring one along. We recommend that you test the technology during the break prior to your session.

2. Poster Presentations

There are two poster sessions (one on Thursday, the other on Friday). Poster presenters should be present for their entire session (and will be responsible for representing their project). On Thursday, you should set up your poster during the lunch break. On Friday, you can set your poster up any time prior to the poster session. Please take down your posters and pack them up at the end of your respective poster session.

Poster specifications: Posters are meant to be a concise visual presentation of your work, a starting-point for discussions of your research with visitors to the session. A poster should be easy to read, logically arranged, informative, and visually pleasing. Pictures, diagrams and charts should be accompanied by captions and a brief written description of what the poster is about.

The display boards are 6 feet long by 4 feet high. Each poster should be mounted on one side of the board only. Pins can be found at the Registration desk.

You are welcome to have handouts, although there will be no table next to your poster to hold hand-outs or laptops.

Poster checklist: As you are preparing your poster, please make sure you include, consider, and/or complete the following:

- Title and author(s);
- Introduction or abstract;
- Type size (can your text be read from a metre away? Letters should be at least 8 mm high or 18-point);
- Text should be subordinate to visuals;
- Keep poster uncluttered and leave some blank space;
- References;
- Flow (will a visitor be able to follow your diagrams/charts/pictures in their logical sequence? Use numbers or arrows to help them).

3. Printing We strongly encourage you to print your poster and handouts **prior to travelling to the conference**. If you need to print your materials once you arrive at York University, the main printing facility at Keele campus is located in 163A Central Square but they do require 24-48 hours notice.