

POSTER SESSION INSTRUCTIONS

Your paper will be presented in a Poster Session at 2013 LWR Fuel Performance Meeting / TopFuel on September 16, 2013 in the Westin Charlotte Hotel. Your display must be attended between 5:30-8:00 p.m. on Monday, September 16th.

POSTER SESSION SET-UP TIMES

12:00-5:00 on Monday, September 16, 2013

Please review these guidelines carefully and prepare your poster presentation and materials to take maximum advantage of presenting in a poster session. In particular, please note that poster sessions differ in these important ways from traditional sessions:

Visual materials must be limited to those that can be displayed on a 4' x 8' poster board in and read at a distance of a few feet.

The poster should be prepared with a **LANDSCAPE** view (at a vertical direction, the length is 8 feet and the height is 4 feet).

Papers should be discussed, rather than simply read.

Poster displays frequently require more planning and preparation and can include more complex figures.

THE CONFERENCE WILL FURNISH THE FOLLOWING:

One 4' x 8' poster board and 2 chairs
Supplies: marking pens, thumb tacks, scissors, heavy paper stock
Ice water and glasses in the room

SPEAKERS MUST FURNISH THE FOLLOWING:

Identification sign - title of paper and speakers= name (this is very important)

Diagrams, charts, figures, photos, drawings - These should be sized and lettered so they are legible and readable at a distance of a few feet. They should also be simple, colorful, well-labeled, and neatly done.

Handouts - It is strongly recommended that speakers provide handouts, including the text of the paper. It is recommended that the speaker not rely on posting the entire paper as this will make it difficult for an entire group to read the material. Make sure to bring the number of handouts you will need as copying equipment is only available through the hotel Business Center and at a considerable cost.

SET-UP INSTRUCTIONS

Mount your display material on the poster board in an attractive, logical way, using push pins.

Material that is not pertinent to the subject of your paper should not be exhibited.

PRESENTATION

Your presentation must be attended throughout the entire session by the primary author or co-author.

Materials must remain posted for the duration of the session.

Remember that this is an informal discussion and information exchange. The discussion may begin with a question from an interested attendee. You may initiate a discussion by pointing out the particular figure that depicts the essential conclusions of your paper and allow questions and answers to flow from that point.

TEARDOWN INSTRUCTIONS

Remove all of your materials from the poster board immediately after the end of the presentation period.

ANS will not be responsible for materials left in the room after the presentation period.