

71st RILEM Week & ICACMS 2017

*International Conference on
Advances in Construction Materials and Systems*

IIT Madras & Hotel Leela Palace, Chennai, INDIA | 3- 8 September 2017

GUIDELINES FOR POSTER PRESENTATIONS

1. Layout specifications

- i. Poster size should not exceed A1 format (56 x 63 cm workspace as in poster template) in portrait (vertical) set-up.
- ii. Place the title of your paper prominently at the top of the poster board to allow viewers to identify your paper easily. Indicate the title and the author(s) name(s) of your paper. The title of your poster must be the same as the title of your final manuscript.
- iii. Title box should not exceed 15 cm in height. The RILEM logo on the left and your organization's logo on the right should be prominently visible.

2. Images and graphs

- i. All diagrams or charts should have minimum 300 DPI to ensure clarity and visibility.
- ii. Prepare all diagrams or charts neatly and legibly beforehand, in a size sufficient to be read at a distance of 1.5–2.0 meters.
- iii. Do not include commercial names, logos, and trade names in the text. Use a generic term to describe any commercial product utilized/investigated.

3. Poster Printing

- i. Authors are responsible for printing and bringing their poster to the Conference.
- ii. Authors travelling from abroad can avail the printing facility instead of bringing the poster themselves by contacting the organisers on or before 30th August 2017. The printed posters will be handed over to them when they come for registration.

4. Poster space

- i. Poster boards are available at the venue. Pins will be available at the registration desk. It is the responsibility of the presenter to set-up your poster.

- ii. Each poster presenter should tack his/her poster on a dedicated board. Poster numbers will be clearly identified on the tack board. Poster presenters will receive their poster number on or before 1st September, 2017.
- iii. Poster space will be open for setup between 7:00 am and 9:00 am on the day of their poster presentation (i.e. 5th and 6th September 2017). Participants who arrive early can also fix their posters on the aforementioned timing.

5. Poster presentation

- i. Each poster presenter whose paper has been accepted in the proceedings, will get a 2 minutes slot in a regular session to advertise their poster, before the scheduled poster session. The presenter can present a single slide within a duration of 2 minutes.

6. Poster session

- i. Poster presenters must be present at their poster board during the entire poster session on 6th September, 2017 from 5:30 to 6:30 pm.
- ii. You are also encouraged to be next to your poster during coffee and lunch breaks throughout the conference.

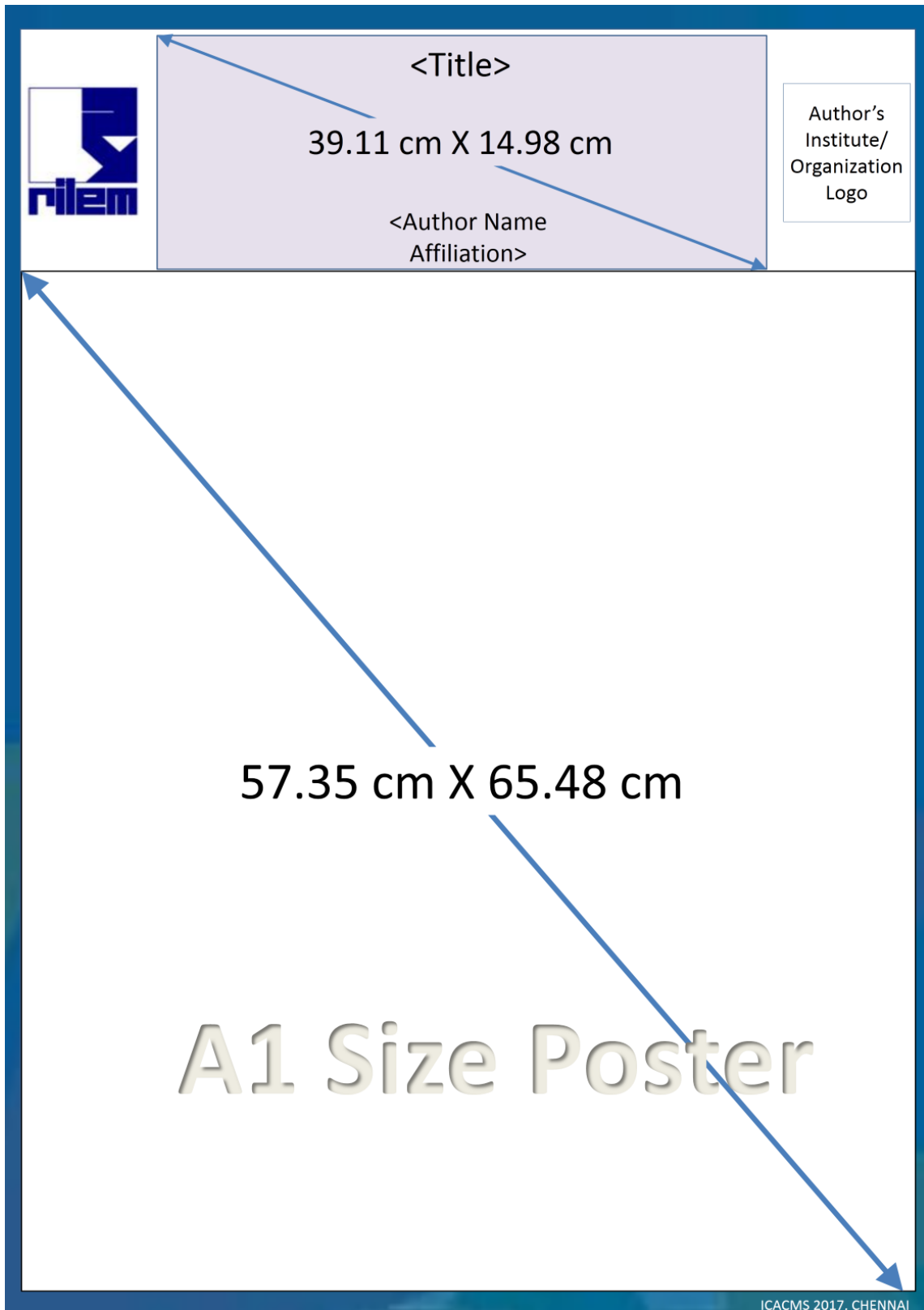
7. Poster Preparation

Tips for making an effective poster presentation can be found in the following websites,

- i. <https://library.ithaca.edu/sp/subjects/PosterSession>
- ii. <https://nau.edu/undergraduate-research/poster-presentation-tips>

Good luck with your presentation!

POSTER TEMPLATE FOR POSTER PRESENTATIONS



Two Minutes Poster Presentation

1. Poster presenters have the opportunity to make a one-slide (2 minute) presentation to advertise their poster in one of the conference sessions. Kindly refer to the program schedule in the conference home page.
2. All presentations (.ppt/.pdf format) should be uploaded using the [link](#) on the conference homepage on or before August 30th, 2017 in the format as below
ICACMS_SessionNumber_YourLastName.ppt (or pdf as applicable)
3. During the conference, all presenters advised to contact the session management team and verify their presentations at least before 2 hours of the scheduled presentation time.
4. All speakers advised to report to the session management team at the venue of their presentation at least 15 minutes prior to their scheduled time.
5. Speakers should complete the presentation within the allotted time. The session chair will indicate the end of 2nd minute.
6. The speakers may use the speaker room for preparation before the scheduled time. In case of any changes needed in the slide of the presentation, the speakers may contact the session management team well in advance and make the changes at the speaker room. However, kindly avoid the last minute changes.
7. All presentations will be run from the common system available with the session management team at the venue. Individual laptops and presenting systems may not be used. Therefore, the speakers must verify the proper working of any videos/executable files well in advance. A back up of the supporting files for videos/executable files maybe kept in hand by the speakers in case there is a compatibility issue.