



POSTER PRESENTATION GUIDELINES

7th Asia Pacific Conference on Clinical Nutrition
5-8 June 2011, Bangkok

Poster Presentation Guidelines



Poster presenters will have one panel for each abstract on which they can put up their posters.

Each panel's usable space is 2m (height) by 0.80 m (width). You may use the entire panel's space, or as in the samples on the left, only a little more than half was used by the poster presenters.

Please consider the “readability” of your poster's contents. We suggest that posters be readable from up to 2 meters away.

From the left you'll see, that the poster panel is labeled “P6.” For APCCN, each panel will be labeled with your abstract's number.

Poster Size



POSTER PANEL'S USABLE SPACE:

Height : 2 m

Width: 0.8 m

Your poster size: Up to you.

HEIGHT: 2.5 meters

The poster presenter can opt to use the entire poster panel space or just use a portion of it.

Poster Development

- ❖ A label indicating the abstract number, title, authors, and their affiliations must be placed at the top of the poster.
- ❖ The message should be clear and understandable without oral explanation. Include in the display a short and comprehensive review of the basic items from the study. You may divide the text into several clear sections, including title, authors, introduction, case reports/materials/methods, figures/graphs/photos, results, conclusions, and major references.
- ❖ It is appropriate to acknowledge your funding source(s). Please list these in the lower right hand corner.

Poster Set-Up and Dismantling

- ❖ Posters will be displayed on a daily basis, 6 – 8 June and must be set up based on the set up scheduled laid out on the succeeding slide.
- ❖ Abstract numbers will be affixed to the poster boards. Authors will be able to identify their assigned poster board by locating their abstract number on a list to be posted on-site.
- ❖ Temporary staff will be available in the poster area during the setup time to assist authors in setting up and dismantling their posters.
- ❖ Double-adhesive tapes, scissors, cutters, and other necessary materials will be supplied.
- ❖ **DO NOT** write or paint on the poster boards. **DO NOT** use nails, push pins, screws, or any tools that will puncture the poster boards. Those who disregard these rules will be held liable for damages.
- ❖ Posters remaining after 18:00 hrs on June 6 and 7 and 17:00 hrs on June 8 will be removed.
- ❖ The APCCN 2011 organizers do not accept responsibility for poster materials displayed.

Poster Set-Up and Dismantling

Setup Date/Time	Presentation Date and Hours	Dismantling Date/Time
6 June at 07:00-08:00 hrs	6 June at 10:00 - 10:30 hrs and 15:00 - 15:30 hrs	6 June at 17:20 - 18:00 hrs
7 June at 07:00-08:00 hrs	7 June at 10:00 - 10:30 hrs and 15:00 - 15:30 hrs	7 June at 17:20 - 18:00 hrs
8 June at 07:00-08:00 hrs	8 June at 10:00 - 10:30 hrs and 15:00 - 15:30 hrs	8 June at 16:20 - 17:00 hrs

Certificates of Participation

Each poster presenter will be given one certificate. This certificate will be issued under the name of the presenter.

Should you want to change the recipient of the certificate, you have only until 15th May 2011 to email the Associate Project Manager (APM) at pbannasateinsri@kenes.com

You may claim the certificates from the Registration Counter beginning 7th June at 13:00 hrs.

Information on Getting a Visa

Below is the website address for Thailand's Ministry of Foreign Affairs. Below is a list of countries exempted from visa. Please check this website as rules and regulations may change from time to time. <http://www.mfa.go.th>

1. Australia : Commonwealth of Australia
2. Austria : Republic of Austria
3. Belgium : Kingdom of Belgium
4. Brazil : Federative Republic of Brazil (****)
5. Bahrain : State of Bahrain
6. Brunei Darussalam : Negara Brunei Darussalam
7. Canada
8. Denmark : Kingdom of Denmark
9. Finland : Republic of Finland
10. France : French Republic
11. Germany : Federal Republic of Germany
12. Greece : Hellenic Republic
13. Hong Kong : Hong Kong SAR
14. Iceland : Republic of Iceland
15. Indonesia : Republic of Indonesia
16. Ireland : Republic of Ireland
17. Israel : State of Israel
18. Italy : Republic of Italy
19. Japan
20. Korea : Republic of Korea (****)
21. Kuwait : State of Kuwait
22. Luxembourg : Grand Duchy of Luxembourg
23. Malaysia
24. Monaco : Principality of Monaco
25. Netherlands : Kingdom of the Netherlands
26. New Zealand
27. Norway : Kingdom of Norway
28. Oman : Sultanate of Oman
29. Peru : Republic of Peru (****)
30. Philippines : Republic of the Philippines
31. Portugal : Republic of Portugal
32. Qatar : State of Qatar
33. Singapore : Republic of Singapore
34. Spain : Kingdom of Spain
35. South Africa : Republic of South Africa
36. Sweden : Kingdom of Sweden
37. Switzerland : Swiss Confederation
38. Turkey : Republic of Turkey
39. United Arab Emirates
40. United Kingdom
41. United States of America
42. Vietnam : Socialist Republic of Vietnam

Transportation

Suvarnabhumi Airport

From the airport, you may take either of the following options to travel to the conference venue

1. Limo service – there are several limo service counters on the arrival area of the airport. Cost is between THB 1,200 – 1,500
2. Public taxi – on Level 1. Taxi fare is based on metered charge plus a THB 50 surcharge. Payment of toll fees are the responsibility of the passenger.
3. Buses

Important Notes

Those who have not registered for the symposium will find that their poster panels are missing. Thus, if you intend to present your poster, please register immediately and indicate your Abstract number when prompted by the online registration system.

Those whose posters will be presented by their colleagues, please make sure that the APM knows about this. Email her at pbannasateinsri@kenes.com