

GUIDELINES FOR POSTER PRESENTORS

CONFERENCE DETAILS

WHEN: 27 NOV – 1 DEC 2022

VENUE: University of South Australia,
101 Currie St, Adelaide SA 5001

WEBSITE: www.aareconference.com.au

REGISTRATION DESK LOCATION: University of South Australia, City West Campus, Hawke Building Foyer

INTRODUCTION

The Conference Committee would like to thank you for presenting at the upcoming Australian Association for Research in Education Conference 2022 at the University of South Australia, Adelaide. These guidelines aim to provide you with some assistance in planning for your presentation.

TIMELINE

Details	By When
Register for Conference	Friday, 28 October 2022
Pay Registration Fee	Friday, 28 October 2022
Have Poster Printed By	Monday, 28 November 2022
Arrive at Conference, get Allocated Poster Number	When you arrive at the conference, you will be allocated a poster number.
Hang Poster	All posters must be put up between 8:00am and 10:30am on the first day, Monday 28 November 2022.
Poster Discussions	Poster discussions will be on: <ul style="list-style-type: none"> Tuesday 29 November at 10:30am Wednesday 30 November at 11:30am in the exhibition area. Please make yourself available by your poster at these times to answer any questions.
Remove Poster	All posters are to be removed between 1:00pm and 3:30pm on the last day, Friday 1 December 2022 or will be disposed of.

REGISTRATION

All poster presenters must register, pay the applicable registration fees and be able to present at the conference. Poster presenters who fail to pay registration fees risk being removed from the program at the discretion of the program committee. There is no reduced registration fee for poster presenters. Please visit the conference website at <https://www.aareconference.com.au/registration/> to register.

STANDARD POSTER SPECIFICATIONS

All posters should be a visual presentation of your submitted abstract.

Posters must meet the following criteria:

- Dimensions: no larger than A0 size (841mm x 1189mm)
- Orientation of your poster MUST be in portrait style
- Printed

If unable to print poster yourself, please arrange for our recommended printer (Campus Colour Printing see details on next page) to print on your behalf.

SET UP

All poster presenters will need to visit the registration desk when they first arrive at the conference to collect their name badge and other conferences materials. You will also be advised of your poster number when you register. Your allocated poster number will be displayed on the message board near the registration desk.

It is your responsibility to attach your poster to the display board, marked with your poster number, **do not place your poster in an alternate location.**

There will be no Velcro available onsite, so we recommend that you bring your own.

Please refer to timeline for set up and removal times for posters

POSTER DISCUSSIONS

There are two times (see Timeline) that will be advertised for poster discussions in the program. This is an opportunity for conference delegates to learn more about your research project and ask you questions. You will need to be in the exhibition area at these times.

POSTER PROGRAM

The poster program will be made available on the website. Please review and ensure all details are correct including name and presentation title. If there are any changes, please advise us by Monday 14 November 2022 aare@conferencenational.com.au

TIPS FOR PREPARING YOUR POSTER

Recommended design programs

- PowerPoint
- Corel Draw
- Adobe Illustrator

Other Recommendations

- Professional designers deem more than 950 words of text is too much for a poster
- Do not use large blocks of text
- Poster should be professional and visually appealing

- Posters should rely on images (photos, drawings, graphs), although do not insert too many images without a clear linked explanation

Recommended fonts

- Tahoma
- Arial
- Comic sans

Recommended font size

- Title 85 - 210 point
- Author names: 56 point
- Headings 36 point
- Paragraphs: 24 point
- Captions 18 point

NOTE: The poster should easily be read from at least 1.2 to 1.8 metres away

Colour Recommendations

Avoid using contrasting colours that are opposite on the colour wheel (i.e. orange and purple or green and red) because these combinations contrast too much and are difficult to read.

The following examples are colour tones that provide adequate visual contrast to enhance readability:



Spacing and Images

Use a minimum of 2cm margins around the edge of the poster and ensure that there is at least 8-10 cm space between columns.

FUTHER INFORMATION

If you require any further information about registration, program or venue please contact the Conference Office or visit the website www.aareconference.com.au.