



Guidelines for Poster Presenters at GPR 2002

The poster presentations will be based on the popular session format from GPR 2000 in Australia. The poster sessions will be an interactive period that will compliment the oral sessions. There will be a **Poster Introduction Session** where each paper will get a 2-minute time slot during which time presenters will "sell" their poster to the entire conference. The **Poster Viewing Session** will follow immediately and allow presenters to discuss their paper one-on-one in detail with conference delegates.

The 2-minute introductions will give a much higher profile to the poster papers, introduce the presenters, and "break the ice" for further discussions during the poster sessions. The period is too brief to allow questions. Presenters will be introduced and have time to give one interesting result of their work in order to give an idea about their paper to the listeners. The poster introductions will be shown with a PowerPoint presentation through a data projector.

Poster Introduction Session

All poster introduction presentations will be 2 minutes maximum and consist of three slides:

- Paper title, presenter and affiliation introduction.
- 1 slide of "key point or result" from the paper.
- 1 slide of a graph, figure or picture that best represents the paper.

The organizing committee will create the PowerPoint presentation for each Poster Introduction Session from material provided by the authors. [A template is available on the GPR 2002 web site.](#)

All poster presenters should email a three-slide PowerPoint file (filename = paper number, SB02-xxx) to gpr2002@nv.doe.gov with their Paper number in the Subject line. If any author does not have access to PowerPoint, the relevant information should be emailed and clearly identified (i.e., the exact text for the "key points" and a picture or data file such as jpg format file).

Presenters should sit in the front row during the session they present.

Poster Viewing Session

The organizing committee expects a high standard of poster layout. Poster authors are expected to adhere to the guidelines below:

Each poster should display the title, author(s), and affiliations for the work. Title information is in larger font. Text fonts should be 20-24 point. Illustrations, graphs, photographs or other visually appealing material should be clearly captioned. The poster board size available is approximately 1.2 m high by 1.8 wide.

A poster presentation is one where presenters post materials such as GPR data profiles, photographs, maps, graphs, tables, and sparingly-used equations on a display board together with textual summaries of the material. (Detailed textual and mathematical material should be left for reading in the proceedings.) The sequence of the poster section layout should be clearly indicated and follow a logical pattern.

General Guidelines

There will be a poster session April 29th and 30th, and May 1st. Check the program for the location and session of your poster. Locate your assigned space and post your materials in the morning prior to the first session between 8:00 AM and 8:30 AM. Seats near the front in the main room are reserved for poster presenters, so that they are conveniently available for their 2-minute introductions to their poster. The Poster Introduction Session will occur after the break and prior to the Poster Viewing Session. Poster presenters should introduce themselves to the poster session chair during the morning break on the day of their poster presentation. The seating sequence will relate to poster number allocation. The next numbered presenter should make their way to the poster chair podium as soon as the previous presenter has begun to speak, as a strict period of 2 minutes is allocated for each presenter to introduce their poster. These introductions should be energetic and focus on the feature of the work most likely to arouse interest. The presenter should begin when their title slide appears.

Please remove your poster at the end of the last session of the day, or by 8:00 AM the following morning.

2-Minute Presentation Tips

- Pick the most important points that you wish to convey and focus on them.
- Limit your use of text and use several “key” bullet points to introduce your paper.
- Use one graph, figure or picture that best represents your paper.
- Rehearse and time your 2-minute presentation.
- After finishing, quickly pass on the lapel microphone and laser pointer to the next presenter.

Presenters are reminded that failure to show and give their presentation without compelling cause (such as illness or accident) will be regarded as a serious breach of faith by many in the scientific and technical community. Failure to show may prevent the author from having papers accepted at future international GPR conferences.

Please contact the Poster Coordinator, Duane Gardner, gardned@nv.doe.gov, for any further information on poster presentations.