

ICME-12 Guidelines for Poster Presentation

Dear Poster Presenters

Your paper has been accepted either from your TSG group as Poster or from the ICME regular POSTER program. About 600 posters are expected to be displayed in this Congress. In the earlier message posted at the "What's new?" corner in the congress website, the LOC of ICME-12 announced the plan to run an E-poster system, which is different from the ordinary conventional poster presentation with A0 sized displaying materials. However, the LOC accepted the advice from IPC that an E-poster system might not strengthen the face-to-face interaction between presenters and participants. Therefore, the LOC re-adapted the conventional way of poster presentation.

Please take note of the following important points:

1. The exhibition space for posters, the Grand Ballroom A and B of the COEX, will accommodate six hundred posters and is an easily accessible space in the Congress venue.
2. All posters will be on display for four days of Tuesday, Wednesday, Friday and Saturday in the Congress week in the exhibition space for posters. Presenters are required to post their posters on the pre-assigned panels on Monday, 9, July. On Thursday, the space will be closed because of the Congress excursion.
3. All authors will be requested to be in front of their panels at 5:00-6:30pm on Friday to have a face-to-face discussion with the Congress participants. In the exhibition space for posters, the posters will be grouped according to the themes of the 37 Topic Study Groups and 1 other group for the Congress participants to be able to easily find posters they want to discuss with authors.
4. Authors must choose one of the two modes of presentation, either oral presentation or Round Table Discussion, which will be done at 5:00-6:30 pm on Saturday. The presentation time for each poster will be about five minutes. For the Round Table Discussion, the IPC will appoint experienced mathematics educators to chair the Round Table Discussions. Programs for Oral Presentation and Round Table Discussions will be listed in the final program for ICME-12. However, if co-chairs of TSGs want the authors of posters accepted in their TSGs to have presentations in their sessions, the authors do not need to have an oral presentation or a round table discussion in the poster session on Saturday.
5. Please inform your presentation type to ICME Secretariat at icme12@icme12.org and cc at hclew@knue.ac.kr and hana.kim@mcikorea.com by April 10.

6. All poster presenters must upload their 1 page final paper on the on-line submission system by April 10 by themselves. The presenters must use the ICME-12 template.

7. Information about the size and format of posters is as follows:

A. Size of poster: "A0" size...height: 1189mm, width: 841mm or A4 (297mm x 210mm) 9 pages.

B. Construct the poster to include the title, the author(s), affiliation(s), and a description of the research, highlighting the major elements that are covered in the abstract.

C. Make sure your lettering is neatly done and is large (at least 24 points) enough to be read from a distance of 1.5 meters.

D. Consider using both textual and visual means of presentation in the posters.

E. Consider using a flow chart or some other method of providing the viewer with a guide to inspecting your display.

F. Minimize detail and try to use simple, jargon-free statements.

G. If you can, use color in your visuals.

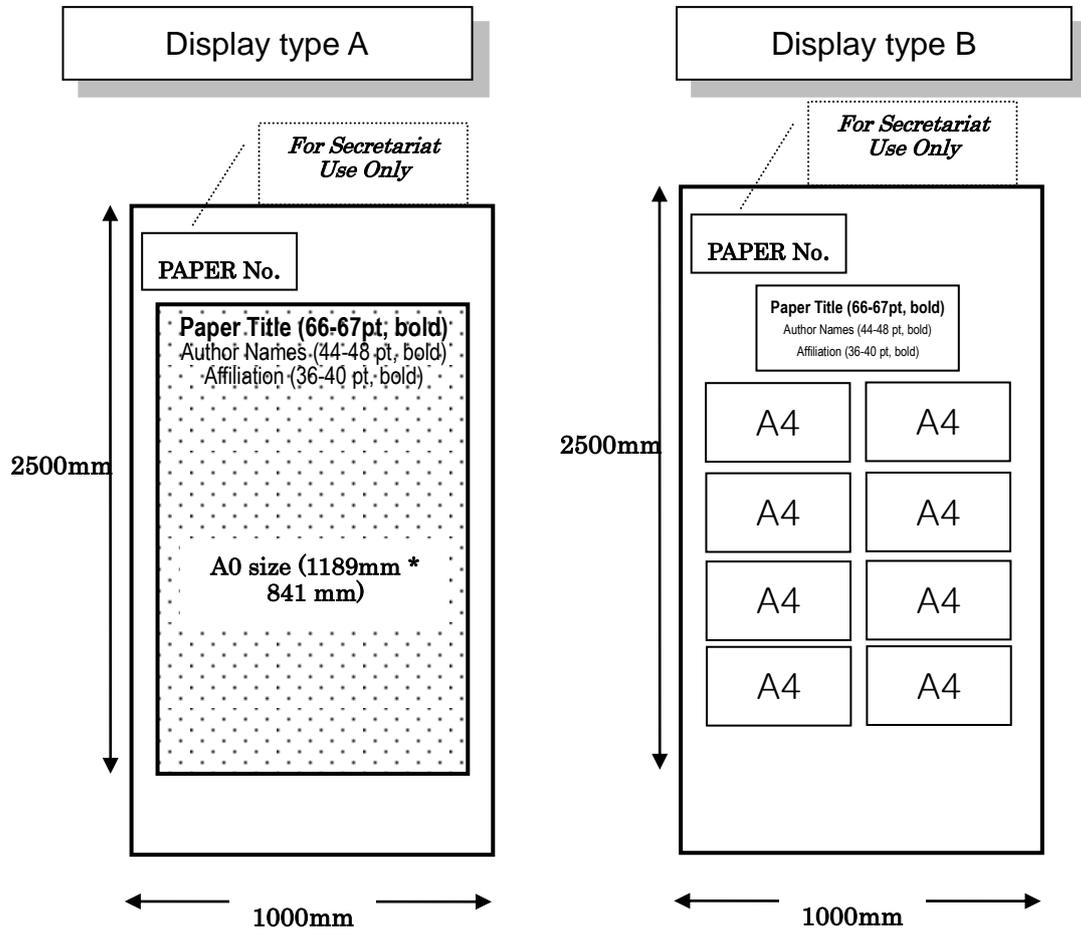
H. Don't overwhelm the viewer with excessive amounts of information; rather, construct a poster display that enhances conversation.

I. Be ready to pin up in the afternoon of July 9, Monday and take down your poster at 18:30 on July 14.

J. The congress will not be able to provide poster supplies or material on site beyond space, and adhesive tape. Be sure to bring thumbtacks with you.

K. Posters may be presented in any of the four languages: English, Korean, Chinese and Japanese.

8. Display Examples



* Above information such as date, time and location is subject to change. For the latest information, please check back with the updated news to be delivered through email or website (www.icme12.org)