

## Recommendations for your poster presentation

### POSTER PRESENTATION

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Communications selected for an oral or poster presentation are both constitutive of Novatech and are equally published on the website of the conference. Poster sessions are organized so communications are highlighted.

### POSTER SESSIONS

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Your poster will be presented during of the 3 conference days. A specific exhibition program will enable the daily presentation of 25 to 30 posters. Conference delegates will be able to see the posters during 2 breaks, in addition of lunchtimes. They will come and meet you during the daily poster session, respectively 1 hour and 45 minutes. We invite you to stand near your poster during those specific moments, in order to present your work to the interested people. We recommend that you have a few copies of your poster available in A4 format to give to delegates.

Tuesday July 2 : 15h30 - 16h30 / 18h - 18h45

Wednesday July 3 : 10h - 11h / 15h30 - 16h15

Thursday July 4 : 10h - 11h / 13h30 - 14h15

### BEST POSTER COMPETITION

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For a dynamic meeting and to reward you for your efforts in the preparation of your poster and the information given to visitors during the poster session, a competition will reward the best poster of the day.

### POSTER FORMAT

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Please prepare your poster using the following dimensions: 90 cm wide by 120 cm high.

For all posters to have a consistent layout, please use the [Power Point template](#) (also available on the Novatech website).

Recommendations: do not use any specific formula editor (paste them as images); check the quality of pictures by zooming at 100 %.

Language: we invite you to write your poster in English and if possible in both English and French, as simultaneous translation will not be provided during the poster sessions.

### PRINTING AND SET-UP OF YOUR POSTER

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#### ◆ You can either bring your poster at the conference

and install it as you arrive at the conference venue, the morning of your poster session. We will provide you with the necessary material to install it.

#### ◆ Or, to save you time and work

We offer you to print your poster for the amount of 30 €.

If you are interested in this service, please send us your Power Point document (.ppt or .pptx) before **June 9<sup>th</sup>, 2023** at the latest, preferably through an Internet file transfer service (such as [wetransfer.com](https://www.wetransfer.com)).

We will let you know as soon as we receive it and if your document is in the correct format.

Your poster will be printed and kept for you at the welcome desk of the conference.

Order the edition of your poster by email at [novatech@graie.org](mailto:novatech@graie.org).

## VISIBILITY OF YOUR COMMUNICATION

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On the website of the conference, [www.novatech2023.org](http://www.novatech2023.org), for all the papers:

- Everyone has access to the short abstracts both in English and French.
- Every participant will have access to the complete abstracts of your papers before the conference and during the following months.

On HAL

HAL is an online platform developed by the CNRS, created for the deposit and the dissemination of scientific and technical articles and theses. You can access this data for free.

- Unless you give a contrary order, your written communication will be deposited on HAL by the end of the year.
- We will inform you when your paper is published.
- You will be able to attach your ppt presentation or your poster if you wish.

TSM

All the authors of papers in French are invited to propose a paper in the technical and scientific journal TSM (ASTEE journal, a partner of Novatech).

There are two possibilities: an article or a scientific and technical note, or an "operational sharing" article, a new section which proposes articles on concrete and transposable experiences.

On the TSM website, click on « [Pour les auteurs](#) », you will find all the information on why and how to submit an article. You will then be able to consult all the necessary [documents](#) for your submission (authors' guide, publication assistance, article outline).