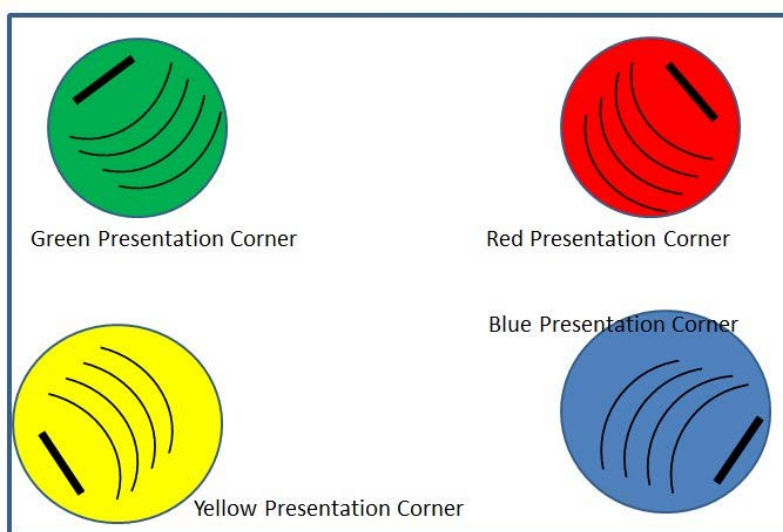# About the concept of IT based poster session/presentations

ETALLE 2015 wants to make an engaging, informative and exciting poster presentation and therefore this year the poster session/presentation will be based upon either short videos or *very graphical* MS PowerPoint presentations.

All presentations will take place at one location/room in the timeframe 15:30-17:00, November 11th. We expect between 14 and 20 presentations and each presentation will have a total duration of maximum 15 minutes, whereas the last 5 minutes <u>must</u> be a dialogue between the presenter and the audience (Q/A).   We expect that each presentation will have an audience of 15-25 people. See illustration below:

Green Presentation Corner

Red Presentation Corner

Blue Presentation Corner

Yellow Presentation Corner

The following schedule is based on 16 presentations, but will be modified according to the final number:

	Yellow Corner	Blue Corner	Green Corner	Red Corner
Introduction (15:30-15:40)				
Round 1 (15:40-15:55)	Presentation 1	Presentation 2	Presentation 3	Presentation 4
Round 2 (16:00-16:15)	Presentation 5	Presentation 6	Presentation 7	Presentation 8
Round 3 (16:20-16:35)	Presentation 9	Presentation 10	Presentation 11	Presentation 12
Round 4 (16:40-16:55)	Presentation 13	Presentation 14	Presentation 15	Presentation 16

At each presentation there will be a presentation screen, a computer with your presentation installed, loudspeakers and a flip-over available.

Before the actual poster presentations the audience will be asked to select which presentations they will like to follow. However there will be a limited number of seats available for each presentation. In that way we secure that each presentation will have a sufficient number of audiences in order to make the presentation interactive and lively. Each presentation corner will be mediated by a facilitator who will be in charge of questions asked and for keeping the time schedule.

Before and after the poster presentation all the presentations will be running at the conference in a video (kiosk) mode at different locations.

The process ahead

Latest 4th November 2015 each graphical PowerPoint Presentation must be sent to Lars Nielsen by email: lni@via.dk. If your presentation is a video or a very big PowerPoint we need to use Microsoft SkyDrive or Dropbox in order to transfer the file, but more information regarding that issue later.

If your presentation is a PowerPoint you should convert it to a PowerPoint (2013 for Windows), and it must be stressed that the presentation should be *very graphical* likewise we do not advice using bullet animation *meaning that all text should be presented at once*. It is also advised that the used font size should be at least 32. Remember that the presentation under no circumstances must exceed 10 minutes and that the presentation is considered an appetizer for further discussion regarding your research subject after the poster presentations.

If creating a video it should not exceed 3 minutes of duration. The format should be MPEG-4 (MP4), WMV or MOV.

For questions and further information please contact lecturer Verner Larsen og Regner Hessellund, VIA University College by email: vla@via.dk , rbh@via.dk or by phone +4587554167.

Best Regards and good luck with you presentations

Verner Larsen & Regner Hessellund

06.10.2015