



A Conference of



Hosted by



25 - 29 September 2022 – Kassel, Germany

ISES and IEA SHC International Conference on Solar Energy for Buildings and Industry

www.eurosun2022.org

Instructions for Poster Presentations

Poster Layout:

Your poster should be upright/portrait style with **DIN A0 format**: width: max. 33 inches (84 cm), height: max. 47 inches (119 cm).

Please make sure that letters are sufficiently large to be read from a distance of 1-3 m.

Special Offer: Printing Your Poster in Kassel

As a special offer at EuroSun 2022, you can have your poster printed locally in DIN A0 format in Kassel and collect it at the registration desk at the conference site. **The cost per poster is: 15,50€.**

To have your poster printed locally, send your poster to info@gestoehen-scharf.de by **20 September 2022**.

Please note: When sending your poster to the printer, please make sure to provide complete billing information so the printers can issue the invoices accordingly.

In your e-mail you must state:

- Standard poster 140g
- Format: DIN A0



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- Name, address, number
- **Complete Billing Information**
- Code: 'EuroSun2022'

Your file must comply with the following specifications:

- File type: PDF
- Format: DIN A0

For files that are not in the correct format, the shop will charge 1.00 € for scaling, 5.00 € for processing files under 2 minutes and 15.00 € for processing files under 15 minutes.

Please note:

Poster Design:

For the design of the poster, we specifically do not provide rules as many institutes have their own rules of how an author has to design their poster. For reference, please see these videos here - <https://www.youtube.com/watch?v=yeU5HVDX870&list=PLHMZ2tGVXsM8u02KRp2WLLbJJXDoIvBYR&index=4> or here:

https://www.youtube.com/watch?v=dhxVQLvqFCE&list=PLHMZ2tGVXsM_plb_oZiKdFtV13VHZMrR9&index=5

These showcase different examples of how authors have designed their posters in the past.

A poster typically includes the logo of your institution and the logo of the conference.

Presenting Your Poster

To present your poster, there will be three dedicated poster sessions throughout the conference programme, each of them lasting 1 hour and posters will be on constant display the entire time of the conference outside these sessions too.



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The three sessions will be divided up along the conference themes and poster authors will be notified on which conference day their poster sessions will take place. During the poster sessions, all authors are asked to stand at their poster to engage with attendees as they visit the posters. This is an "open" concept, where attendees can walk from poster to poster and discuss with authors in an informal way.

There will be no separate full oral presentation on the poster, this is reserved to authors who got accepted as an oral presentation.

Poster Mounting:

You are responsible for printing your poster in advance and for putting it up at the conference site. It is not possible to print posters at the conference site directly.

Please mount your poster on Monday morning, 26 September. Mounting material will be provided.

How to find the place where your poster should be mounted: In the poster area you will find a poster list for orientation. In addition, a sign on each poster wall will indicate the author's name, poster title, and poster number. For your poster's number please refer to the conference program. If you have difficulties finding "your" poster board, please contact one of our staff members and we will be happy to assist you.

Removal of Posters: Please don't remove your poster before the end of the conference. The posters are an important part of the scientific program and should be displayed the whole time. Please only remove your poster on Thursday, September 29, after the closing session. Posters remaining after the conference will be discarded.

Conference Registration

Author registration to EuroSun 2022 closes on 01 August 2022. Only papers which have been presented as an oral presentation or a poster at the conference are eligible for publication in the proceedings.

Kind regards,

EuroSun 2022 Organizing Team



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