

# International Conference on eDemocracy & eGovernment – ICEDEG

Ambato, Ecuador, 4-6 April, 2018

## 1 Poster Schedule

Poster session will be held on Thursday, April 5, 2017, from 16:30 to 18:00 pm. The poster session area will be open starting at 15:00 to allow presenters to set up their posters. It is recommended to meet the Poster Session Chair (Prof. José Maria Lavin) at least 30 minutes before the poster session to find your assigned poster location and arrange your materials on the poster board. Authors must bring their posters printed. Presenters are required to setup and take down their posters on their own.

## 2 Board and Poster Size

The poster board is self-standing and each presenter will be allotted a space 2m x 2m poster board. The posters themselves have no predefined formatting, but dimensions may not exceed A0 paper size (841mm x 1189mm / 33.1” x 46.8”). Only portrait format is acceptable. Double sided tape or pushpins will be provided to attach your material onto the poster boards. Here are some guidelines for poster preparation:

- The title of your paper should appear at the top of your poster in with lettering of at least 1 inch (2.5 cm) high. Below the title, place the authors’ names and affiliations.
- Plan on having an Introduction/Outline and a Summary/Conclusion clearly shown on your board. Catch the attention of the attendee with bullet lists, charts, figures, tables, equations, and photographs as applicable to highlight the important technical content of your paper.
- The use of color graphics, and headline style phrases in bullet charts will help the audience too quickly see the theme and the intended message.
- It is a good idea to sequentially number your posted material, or use arrows to indicate the flow of material. This will indicate to the viewer a logical progression through your presentation.

- It is very helpful to have paper copies of the written submission to the session available for visitors to take with them.

If the poster has multiple authors, not all authors need to be there, however the poster must be staffed by at least one author at all times during the poster session. All authors who plan to show live demos or video should clearly indicate this fact. We encourage you to bring a laptop to the poster session where tables will be provided. The key content of the poster should be easy to interpret from two or three meters away. The poster may also have more dense text or graphics, suitable for viewers who come for a closer look, standing perhaps one meter away. Consider also that the material on the poster should be useful to illustrate important aspects of the work when discussing it individually with attendees during the session. This may involve text, but may focus predominantly on graphics. Don't forget to include name, affiliation, and contact information on the poster.

## **Contacts**

If you have further questions, please contact the session chair at: [posters-2018@edem-egov.org](mailto:posters-2018@edem-egov.org), and [josemaria.lavin@uta.edu.ec](mailto:josemaria.lavin@uta.edu.ec).