

## ICOTOM 19 Online Poster Guidelines

### Poster Session Overview:

Poster presentations at ICOTOM19 will consist of two parts:

- ◆ Poster presentations: a collection of poster files on the conference website.
- ◆ Poster Q&As: non-live text-based system. Participants are allowed to post comments in which authors will respond through the web system.

### Poster Submission Requirements:

- ◆ Format of Poster should be as follows,  
One-page **portrait A0 size** (841x1189mm)  
For heading, please place **Paper Number on top left**, and **Paper title**.  
Immediately below the paper title, the **name(s) of the author(s), institution, e-mail address**. Please underline the contact person.
- ◆ Please make a file by Microsoft PowerPoint including presentation audio no longer than **7 minutes**, then output a **PDF** file without audio and a **mp4** video file with audio.  
Please upload one PDF file and one mp4 file.

**Submission Deadline:** February 5, 2021 (23:59 JST)

### Q&A Sessions:

All attendees will be able to access your poster through on-demand streaming.

No on-time Q&A sessions will be held. However, participants will be able to post comments and authors will answer text-base through the conference website.

### Best Poster Awards:

Best Poster Award will be selected and announced during the Award Ceremony on Wednesday, and a certificate will be sent to the awardees via postal mail. Their names will also be posted on our website.

Please note that the local committee may ask participants to score posters for the selection.