

POSTER SESSION INSTRUCTIONS

Your paper will be presented in a Poster Session at the Fifteenth Topical Meeting on Technology of Fusion Energy in Washington, D.C., on either November 19 or November 20, 2002. At this time the organizers are scheduling the papers for each poster session. ANS will notify you as soon as we receive the information from them. During these sessions all papers will be discussed simultaneously. Your display must be attended at all times during the session by you or a coauthor.

Because a poster session may be new to you, you are urged to study these guidelines carefully and to prepare your presentation and materials to take maximum advantage of potential benefits of poster sessions. In particular, please note that poster sessions differ in these important ways from traditional sessions:

- *Visual materials must be limited to those that can be displayed on a hard board and read at a distance of a few feet.*
- Papers should be discussed, rather than simply read.
- Poster displays frequently require more planning and preparation and can have more complex figures.

THE CONFERENCE WILL FURNISH THE FOLLOWING:

- One 4' x 8' hard board and 2 chairs
- Supplies: marking pens, thumb tacks, scissors, heavy paper stock
- Ice water and glasses in the room

SPEAKERS MUST FURNISH THE FOLLOWING:

- Identification sign - title of paper and speakers' name (this is very important)
- Diagrams, charts, figures, photos, drawings - These should be sized and lettered so they are legible and readable at a distance of a few feet. They should also be simple, colorful, well-labeled, and neatly done.
- Handouts - It is strongly recommended that speakers provide handouts, including the text of the paper. It is recommended that the speaker not rely on posting the entire paper as this will make it difficult for an entire group to read the material. Make sure to bring the number of handouts you will need as copying equipment is only available through the hotel's Business Center and at a considerable cost.
- Any audio/visual equipment must be ordered through the American Nuclear Society, Meetings Department at 708/579-8287.

SET INSTRUCTIONS

- Mount your display material on the hard board in an attractive, logical way, using thumb tacks provided.
- Material that is not pertinent to the subject of your paper should not be exhibited.

PRESENTATION

- Your presentation must be attended throughout the entire session by at least one speaker.
- Materials must remain posted for the duration of the session.
- Remember that this is an informal discussion. The discussion may begin with a question from an interested person. You may initiate a discussion by pointing out the particular figure that depicts the essential conclusions of your paper and allow questions and answers to flow from that point. Keep it conversational; do not lecture.

TEARDOWN INSTRUCTIONS

- Remove all your materials from the poster board and table immediately after the end of the presentation period. *ANS will not be responsible for materials left in the room after the presentation period.*