

How to successfully present your poster at the E4S – CLIMACT conference on 14 December

Venue: CO, Level 1, 14 December 2023, 3 pm – 5 pm

Purpose

Your task is to create a scientific conference poster, which you present to your colleagues in class and the [E4S](#) and [CLIMACT](#) communities. This means there will be external visitors and peers who are interested in learning more about your topic. All topics are related to the content of our class, but they are not treated in depth in class. Hence, with your work you significantly broaden the scope of the lectures. We will create a booklet from all posters as a resource for all students in this course.

This exercise enables you to create overview content and present in an illustrative and easy to understand way to a broad audience, a skill which you will need in your professional lives.

Keep in mind, you are the experts on your poster topic and need to ensure that your references and resources are trustworthy. You are also requested to submit a short proposal containing all the relevant information 3 weeks before the poster event. This will help you structuring the content and the references for your poster. We will provide feedback, which can help you improving your poster.

Grading

This is a graded exercise: It accounts for 25 % of your final grade. The 25 % are the sum of:

- a) 5 % submission of the poster proposal, the proposal content itself is not graded, but if you do not submit, you do not get the 5 %
- b) 15 % the poster itself
- c) 5 % presentation of the poster on 14 December (talking your audience through the poster)

Instructions

Work in the groups of three/four as you have done throughout the semester already.

The **poster proposal** must look as follows:

- Provide a title
- Write your key messages, no more than 400 words
- Provide your 3 key references

The **poster** must be on A0 and portrait, it has to be readable (font size should not be smaller than 20 pt), have a clear structure (with sections and section headings), and contain a good balance of text and figures. The poster has to be submitted as a **pdf file**.

The poster should contain the following information:

- Title
- Name of the group members
- Different sections with section headings
- A clear problematic and take-home message
- References

Presentation during the event:

- Hang up your poster at 3 pm (there is material on site to do that, locations are determine then)
- We have 22 posters with 3-4 presenters each. We split the session into several slots of 20-30 minutes. In each slot, one of the team members stays with the poster and explains it to the attendees that are interested. The other team members can move around and see the other posters. Then we swap and the next person of your team stays with the poster, while the other check out the other posters. And so on.
- There will be an aperitif in the end for further discussion and meeting the E4S and CLIMACT communities.
- Please take down your poster before you leave.

Important deadlines

- 2.11.2023: Launch of poster topics - students pick a topic with their semester groups
- 9.11.2023: fill in your names in the spread sheet to indicate which topic you will choose, only one group per topic
- **Registration is mandatory:** <https://enterprise4society.typeform.com/to/bkqRBMUN>
- 16.11.2023: Poster proposal submission, which includes: the title, 3 references, key messages (400 words maximum); register for the conference

- 30.11.2023: poster draft posted on moodle for feedback
- 11.12.2022, 10 am latest!: Submit poster for printing to [Repro](#)
- 14.12.2022: 3-5 pm conference, CO, Level 1, You must be present to present your poster during 15-20 minutes. 5 % of your overall grade depend on this.