<u>SPEAKER REGISTRATION AT GOMACTech</u>

All speakers, except where specific prior agreement exists, are required to pay registration fees. On-line registration or a downloadable registration form will soon be available at www.gomactech.net.

<u>GUIDELINES FOR GOMACTech POSTERS</u>

The poster session is intended to provide presentations judged to be best suited to this more interactive format. The success of a poster session is attributed not only to the high quality of the papers selected but also to the authors' adherence to the following guidelines for effective presentation in poster format.

The key guideline is that the poster should **not** consist of a copy of the manuscript; instead it should allow the attendees to recognize the key points of the work easily from a distance of at least 3 meters and to facilitate more detailed discussions with the authors. Often the best poster comprises a few large graphs/illustrations annotated clearly to show the viewer why each is significant, with only enough text to headline key points like purpose, conclusions, and impact.

The GOMACTech-16 Poster Session will be held on Thursday, March 17 from 10:00 am to 12:00 pm at the Wyndham Resort International Drive, Orlando, FL in the Palms Ballroom. Authors are expected to be present to answer questions at least between 10:00 – 11:15 am.. The room will be open for poster setup beginning at 7:30 am on Thursday morning: a 4 feet high x 8 feet wide bulletin board with ample tacks and 3 feet x 18 inches of table space for handouts/demonstrations will be available.

Specific Guidelines
- An area 12 in. high and 9 in. wide in the top left corner of the poster board will be used by GOMACTech for poster identification.
- The poster will typically consist of a number of 8.5 x 11 in. pages tacked to the bulletin board, although larger paper formats are acceptable and even desirable.
- One page is to consist of the paper title, authors and affiliation.
- A second page is to consist of a brief abstract outlining the key points of the paper.
- Use a **minimum** font size of 18 points for text and 30 points for headings.
- Limit text to 4-6 key points per page.
- Limit graphs or illustrations to 2 per page.
- Appropriate use of color is encouraged.