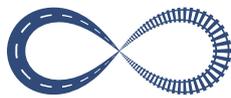# Poster instructions and suggestions

Please review these Instructions for Presenters carefully. If you have any questions please contact the CETRA 2018 Secretariat: cetra@grad.hr

1. All posters at the conference are to be presented in the form of commented posters. Each commented poster presentation consists of a **5 to 7-minute** talk in a session and discussion in front of your poster after the session. There will be no time for discussion immediately after each presentation, thus the authors are requested to answer on possible questions after the poster session.

2. Template for the presentation to complement your talk is available at conference web page (http://master.grad.hr/cetra/ocs/public/conferences/5/CETRA2018_PPT-template.ppt). The presentation must not exceed 7 slides including the title slide.

3. Posters are limited to 70 cm width x 100 cm height. All posters must have portrait orientation. Posters are to be prepared and printed in authors own expense and brought to the conference venue.

4. A number is assigned to each poster. Please note your poster number from the conference programme. Each poster board will be identified by this number.

5. Posters should be mounted before the beginning of the Poster session. We will provide enough poster boards and the conference staff will be at your service during the preparation of this session.

6. Posters should be removed after the poster session. If the posters are not removed before the start of next session (see Conference Program), your poster will be removed by the conference staff. Conference staff is not responsible for storing your poster after the session.

7. Include the title of the paper, your name(s) and institution(s) name(s) and logo on your poster. Please use the prescribed font size. Poster background colour can be changed.

8. Poster sessions are by nature visual. As you prepare your materials, focus your attention on creating a poster that is visually engaging. Consider the use of variety in colour and texture as you create a presentation that will be both appealing to the eye as well as stimulating to the mind.

9. Clearly state your most important points. Try to convey most of your presentation through the appropriate use of pictures, graphs, and charts.

10. The inclusion of excessive detail in your Poster can be distracting and detract from your overall purpose. A clear poster will help participants easily grasp the main idea(s). From there, you can verbally communicate further details or direct them toward written/Web materials and/or bibliographic material that will answer their questions in greater depth.

11. The interaction between you and the participants should be the most dynamic feature of the poster session. Be prepared to invite questions and encourage discussion.

12. Have some handouts with further information or details that participants can take with them. Be sure to include your contact information on the handouts or, provide business cards.

13. Do NOT plan to use electronic equipment. There will not be a table by your poster, and electrical outlets are not accessible.

14. Posters can be made in Microsoft PowerPoint programme (Poster Template can be found on the conference web page - http://master.grad.hr/cetra/ocs/public/conferences/5/CETRA2018_Template_Poster.ppt) or another appropriate program, that the author prefers for preparation of this type of presentation materials.

POSTER EXAMPLE

CETRA 2018
17 - 19 May 2018, Zadar, Croatia
5th International Conference on Road and Rail Infrastructure

AUTHORS COMPANY LOGO

PAPER TITLE (PUT THE TITLE IN NO MORE THAN TWO ROWS) FONT ARIAL, STYLE BOLD, SIZE 60 PT

Authors; First, Second, Third & Furth Author (Arial, bold, 44pt)

Authors' Organisation & Country (Arial, 40pt)

1. INTRODUCTION (first level, Arial, bold 48pt)

Second level (Arial, bold, 40 pt):

* State the objectives of the work.
* Provide an adequate background.
* Avoide a detailed literature survey or a summary of the results.
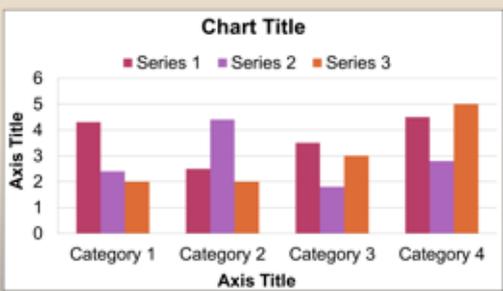* Arial, bold 30 pt.
* ...
* ...

2. FIRST LEVEL

* Most important points of the paper.
* Try to convey most of your presentation through the appropriate use of pictures, graphs, and charts.
* Research results should be clear an concise.
* Arial, bold 30 pt.
* ...
* ...
* ...

3. FIRST LEVEL

* ...
* ...
* ...
* ...

100 cm

Column 1	Column 2	Column 3
...	...	...
...	...	...
...	...	...

Chart Title

Series 1 Series 2 Series 3

Axis Title

Category 1 Category 2 Category 3 Category 4

Axis Title

4. CONCLUSIONS

* Main conclusions of the study.
* Arial, bold, 30 pt.
* ...
* ...

70 cm