## **Poster Presenter Guide**

#### Location

Poster presentations will be held from 26-27 (Sun-Mon) November 2017 on the 3<sup>rd</sup> floor of the Sendai International Center. Poster display areas are pre-assigned and marked with the poster presentation number shown on the poster panels. Please feel free to ask at the WBF head office if you have any questions.

## **Poster presentation**

The poster presentation core time is set for 27 November 2017 from 12:15 to 13:45. However, please feel free to be around your poster any time during 26-27 November 2017.

# Poster preparation

Each presenter is provided with a portrait size display area in A0 format (841mm wide x 1189 mm high) poster panel. The presentation must cover the same material as the abstract submitted. There is no specific format for the poster but it is recommended to place your Abstract Title and Authors' names at the top of the poster so that your poster can be easily identified.

### Poster set up and removal

Please set up your poster in the morning (9:00-) of 26 November for the maximum viewing opportunity and it must be removed by the evening (18:00-19:00) of 27 November. After this time, posters remaining on the display panels will be removed and disposed of by the organizing committee. The organizing committee will not be responsible for posters and materials left after the poster viewing period.

#### Poster award

The 3 best academic and the 3 best practical DRR posters will be awarded with a best poster award during the World Bosai Forum 2017. The selection criteria are based on the evaluation of the submitted abstract as well as poster design, poster quality, presentation and communication ability on the conference date. The poster award ceremony will take place during the official closing of the conference on 28 November 2017.