**Posters and abstracts needs**

**Guidelines for abstracts of poster and oral presentations**

**Important points:**

* Deadline for abstract submission is May, 10th.
* Abstracts and posters have to be prepared in English.
* Oral presentation have to be prepared in English
* Abstracts submitted for consideration for oral presentation will be assessed by the Scientific Committee for scientific quality, novelty and the fit with the Conference subtopics.

Abstracts guidelines

* **Title:** Your abstract title should be short and informative, and must not exceed 200 characters. It must be written in all capital letters (Times New Roman, 12, bold).
* **Authors and Institutions:** Author names and scientific organisation will be formatted in the following style:  
  W. Smith1, B. Jones2, etc.  
  1Department of Material Science, Faculty of Chemistry, University of Bialystok, Ciolkowskiego 1K, 15‐245 Bialystok (Poland), 2Department of Engineering Sciences, Uppsala University, Box 534, SE-751 21, Uppsala, Sweden.
* **Abstract Body:**  
  a. Your abstract body can have a maximum of 2000 characters (with formatting and spaces, Times New Roman, 10). The abstract body should be presented as one single paragraph – do not use paragraph returns.  
  b. Use standard abbreviations for units of measure; other abbreviations should be spelled out in full at first mention, followed by the abbreviation in parenthesis (exceptions: RNA, DNA, etc.).  
  c. Tables, charts or other figures are permitted.

Oral presentation guidelines

Invited speakers have a 30 minutes time slot – please prepare a PowerPoint presentation that lasts for up to 25 minutes maximum to allow 5 minutes for discussion after presentation.  
Short Talk Presentations have a 15 minutes time slot – please prepare a PowerPoint presentation with 2-3 minutes for discussion

If using a PowerPoint presentation, please bring it on a USB Memory.  
**Supported file types:**  
Presentation: PPT, PPA, PPTA, PPTX, PDF  
Video: AVI, MPG, MKV, MOV, MP4, WMV  
Audio: WMA, MP3, WAV  
Pictures: JPG, GIF, BMP, TIF  
Please prepare your ppt presentation in 16:9 format.

Poster preparing guidelines

Posters will be displayed in portrait format. The dimensions of the poster should not exceed 90 cm wide x 120 cm high. Abstract title, author(s) and affiliation(s) should appear on top of the poster. The text, illustrations, etc. should be bold enough to be read from a distance of two meters.