**Guidelines for authors participating in the poster session of**

**the Scientific and Technical Conference**

1. ***General Rquirements to the Poster***

For each poster presenter, a poster board will be accordingly provided by the conference organizers. An overall requirement to the poster design is a clear and explicit presentation of results of the implemented science research and development, and/or analytical investigation.

The poster should not be overloaded by non-essential information. It is permissible to place figures, tables, graphs and other illustrative sorts of information.

*The size and format of the poster:*

All posters should be in portrait format and size A0 (1189 mm high and 841 mm wide).

In an upper part of the poster a title of poster/paper is printed. It should be written using a Roman font (a recommended font size is 48.

Below are given the name of a presenter, which is outlined in Italic, name(s) of other author(s), author affiliation(s), contact information (a recommended font size is 36). The text containing the basic information is printed by a Roman font (a recommended font size is 18).

A poster’s identification number, which should be reflected in the upper part of the poster, will be defined by the conference organizers and then provided to poster presenters after the paper review and selection process and approval of the final version of the conference agenda.

Figures and tables should contain titles. The format of figures, tables, the height of letters, or thickness of lines at graphs should ensure the visibility of the material. The poster should be easily readable at a distance of two meters. The use of colors is admissible in order to highlight the poster specific content.

*Poster sections:*

A poster must include at least the following sections:

* header including poster/paper title, name(s) of the author(s), affiliation(s), contact information (e-mails);
* abstract of the poster/paper;
* background information about the subject of the research, including the importance of the topic of the research, goals and tasks for research implementation;
* short description of the research/investigation (methods, challenges, implementation);
* obtained results;
* conclusions;
* acknowledgments, references.

More details about the poster preparation one can find at the following web-resource - <http://www.posterpresentations.com/html/free_poster_templates.html#42x72> (in English) or in the MS Power Point™ Software Application.

1. ***Activities During the Poster-viewing Period***

All display materials should be prepared in advance. It is not possible to print posters at the meeting site. Pins for mounting posters are available on-site.

In the course of the poster-viewing period as minimum one author of the poster/paper should be stayed in the front of a poster board and be ready to provide comprehensive information about the subject of the research.

It is not allowed to service two or more poster boards by one poster presenter. Your poster board must be completely set up at least 10 minutes before your poster-viewing period begins. After the completion of the viewing period, please remove all information materials from the poster board within 30 minutes.

*\*Important information for conference participants:*

*(1) a paper should be submitted to the conference organizers together with a submission form (please see the relevant reference at the web-site of the conference), either an expert conclusion or other written permission according to the procedure approved in the affiliation(s) that states about the absence of information of limited distribution or allows the transfer of the material to the conference organizers for open publication.*

*(2) because the scientific and technical conference has an international status with a great number of foreign participants, it is recommended to prepare and submit science papers, posters, presentations or other display materials in English.*