Presentation & Poster Guide

2011 AAEE Conference, Fremantle, Western Australia

All presenters must be registered to attend at AAEE 2011 for their submissions to be included into the programme. For more details, please refer to the conference web page: http://www.aaee.com.au/conferences/2011/

Full-papers accepted for inclusion into the published AAEE 2011 Conference proceedings (USB) have three avenues for presentation at the conference venue in Fremantle:

- **P1**: 15-18minute oral presentation, including Question & Answer (Q&A) time. There will typically be five P1 presentations in each 75 minute (block) slot;
- **P2**: 5minute oral presentation. There will typically be five successive P2 presentations followed by a single (shared) Q&A time for all presentations in each 75minute (block) slot; and
- **P3**: poster display

Alternatively, authors of submissions that will not be included into the AAEE 2011 Conference proceedings, but whose works have been assessed (through review) as having some merit for the wider engineering education community but not quite ready for inclusion into the published conference proceedings, may also nominate for one of two avenues of presentation. A 300 word brief/description of these presentations will be extracted by the Organising Committee (from the Abstract submitted) and used to index and/or list the presentation in the conference activities and/or documents. The presenter's details will also be listed. This category of presentation also includes "Abstract only" submissions:

- **P2**: 5minute oral presentation. There will typically be five successive P2 presentations followed by a single (shared) Q&A time for all presentations in each 75minute (block) slot; and
- **P3**: poster display

P1 and P2 Presentations

Standard facilities available: digital overhead projection with PC support for common media files and MS Office (PowerPoint, Word). Presenters wishing to use their own laptops or use alternate computers/platforms (MAC, tablets, others) will have the opportunity to connect their computers/platforms into a power source at the lectern and connect to the Audio/Video projection system via standard video/audio ports.

P3 Presentations

Standard facilities available: please consider the following when planning your poster display:

1. Posters are to be given to the Organising Committee during the time of the conference (not sent earlier).
2. A single vertical display board will be provided for each P3 presentation (1.2m wide, 1.8m high).
3. Posters are to be mounted by presenters using Velcro (which will be supplied by the conference).
4. Posters are to be prepared before the conference (by presenters) to allow speedy mounting/removal. Mounting will need to occur within a designated 1-2hr time slot.
5. At the conclusion of the conference, presenters must remove their posters from display boards. Posters are to be removed by a designated time at the conclusion of the conference (not before).
6. Presenters wishing to provide additional handout materials relating to their poster may do so. These should be prepared by the presenter before the conference.
7. There will be no facilities or resources available for printing or laminating posters at the conference.
8. Poster displays should not be accompanied by any physical objects.