

BAMT Conference 2020

Open Ground: Music Therapy in Collaboration and Exchange  
Queens University Belfast  
3rd – 5th April 2020

Guidance for poster presentations

Please pay attention to the following when preparing your poster:

- Posters should be A1 size (landscape or portrait).
- Include the title and author(s) at the top of your poster in easily readable bold letters.
- The text and the illustrations should be readable from a distance of 2 metres.
- Ensure that your poster gives a complete picture of the topic or issue in focus.
- Don't use too much text – think about using pictures, diagrams, quotations, colour... Also consider using audio visual material (see below). Be creative and make your poster attractive.
- Plan the layout carefully to make your poster clear and easy to read.
- Don't forget to include any funding acknowledgements.
- Note that you can be supplied with a table upon request. \*
- Note that it is possible to incorporate audio/visual material using a laptop if this aids the poster presentation. If you choose to do this, please provide headphones rather than using speakers. \*
- If using a laptop, ensure it is PAT tested and fully charged.

\* Please email table and AV requests to [bamtconf@bamt.org](mailto:bamtconf@bamt.org) by 1st February.

Timings for set up:  
Saturday 4<sup>th</sup> April 2020  
8.00 - 10.00am

Timings for take down:  
Sunday 5<sup>th</sup> April 2020  
2 - 4pm

Should you wish to arrange for your poster to be prepared in Belfast, and pick it up when you arrive, please see details below for the digital print facility on campus:

Email: [info@cds.co.uk](mailto:info@cds.co.uk)

Webpage: <https://www.cds.co.uk/queens-university-belfast/digital-print-facility-on-campus>

A1 Poster – Silk finish -£14

A1 Poster – gloss finish -£14

A1 Poster – gloss laminated -£22

A1 Poster – matt laminated -£22

Turnaround time 3-4 working days. All artwork/files to be supplied as pdf's.

All poster presenters who attend the conference are required to pay the conference fee.

If you will be arriving late to the conference, or sending your poster without attending the conference, please let the conference team know at [bamtconf@bamt.org](mailto:bamtconf@bamt.org).

However, if you are attending the conference and will need to arrive late or leave early, you do not need to inform us in advance, instead please make yourself known to the conference desk when you arrive.

Conference Programming Group  
December 2019