

MINEPS VI Poster Exhibition

The MINEPS VI Poster Exhibition will provide an opportunity for participants to share and discuss their work in promoting activities and approaches related to the conference. It will also offer the opportunity of a central meeting point for the exchange of policy developments, change management, research, and good practice.

Guidelines for Posters Exhibition

Posters should relate to one of the three main conference themes of MINEPS VI:

- Developing a comprehensive vision of inclusive access for all;
- Maximizing the contribution of sport to sustainable development and peace;
- Protecting integrity of sport.

In order to maximise engagement with the wider sports policy, scientific and educational communities, Posters should address one of the conference themes, the Declaration of Berlin, or the International Charter of Physical Education, Physical Activity and Sport.

In addition, since the framework developed for MINEPS VI addresses the specific linkages of sport with the Sustainable Development Goals/Agenda 2030 adopted by the UN General Assembly in 2015, the connection between the topic and one or more of the SDGs should be clearly marked at the top of Poster proposals. Furthermore, presenters will be asked to indicate which topic and which working area (Norms, Resources, M&E, Research, Advocacy/Promotion) their contribution relates.

Example:

| | |
|-------|-------------------------------|
| Title | SDG 4.1 SDG 4.5 SDG 4.a |
|-------|-------------------------------|

1 Abstracts

The Abstract should be a clear and concise summary of the poster's content, related to one of the MINEPS VI themes. It can present a concrete project/programme, infographics for advocacy /promotion, and/or a scientific/methodological/pedagogical research.

Abstracts should include the following content (Items marked * are compulsory):

- *MINEPS VI theme(s) to which the abstract most closely relates (i.e., *Developing a comprehensive vision ... ; Maximizing the contribution ...; or Protecting integrity ...*);
- *Links with at least one SDG

- *Title - please use words that clearly describe the project
- *Author(s), Affiliation, and Country
- Background – about the problem and its importance
- *Purpose and main target audience
- Project/programme, infographics and other design elements, methodology
- *Conclusions / Recommendations – about how the project informs the wider interests of MINEPS VI / SDGs

Posters shall use text and images to summarize results in an easy-to-read format. Posters should be able to get the attention of passing conference participants and interest them enough to stop, look more closely and possibly engage with the poster presenters.

When invitations to apply for a poster presentation are sent, the organizers will attach the Sustainable Development Goals / Agenda 2030 to help the applicants comply with this requirement.

2 Organisation

After the Abstracts have been received a committee will select from all the applications those which shall be presented at MINEPS VI.

After the presentations have been chosen, each presenter will receive an official invitation. The exhibition of posters will be grouped after the three topics.

The following guidelines have proved helpful in designing effective posters:

3 Structure

3.1 Getting the point across

When designing the poster, make sure it clearly expresses the message and encourages discussion.

Keep audience in mind and make sure they can understand your poster's message.

Questions to consider when choosing poster content and design:

- (1) What is the key message? Will it be clear to the audience?
- (2) Has the content been reduced to the essentials?
- (3) Are key terms easy to read and explained clearly?
- (4) Is the content presented in a way the audience will understand? Are any additional explanations needed?

4 Form

4.1 Layout

Posters should be in DIN A0 (1189x841 mm) and vertical format. The poster title and authors' names should be listed at the top. Use a large font size (see below) and make sure the title doesn't take up more than two lines; the authors' names should fit on one line.

4.2 Font

The fonts Arial and Times New Roman are easy to read. The information about font size is based on these two fonts. The headers should be at least 80 pt and the poster text at least 30 pt. When it comes to fonts and font sizes, less variety is often best.

4.3 Margins

Margins on the sides of the poster should be the same as margins at the footer. This will provide uniform and appropriate margins and ensure that all poster elements are visible.

5 Design

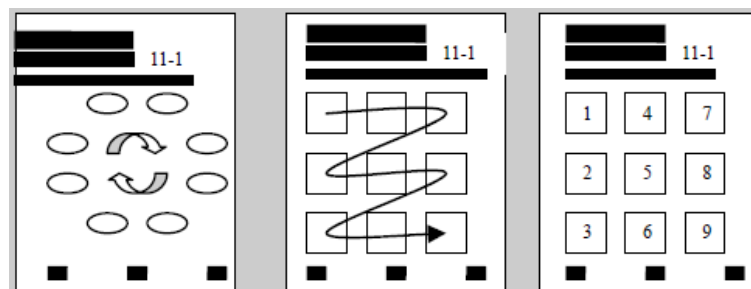
5.1 Poster elements

Don't use too much text or too many blocks of text. Use photos, graphics and figures instead. These elements are eye-catchers. Make sure that they are not too small and are clearly visible when printed in A0 format. Be sure to include a key with graphics; figures and photos should have captions.

5.2 Arrangement

Make sure that it is clear how the different elements of the poster relate to each other. Posters shouldn't be too crowded; white space isn't wasted space but is restful for the eye. Text should be placed in the upper half to two-thirds of the poster, so that viewers don't have to bend down to read it. Keep this in mind when deciding where to place text, graphics, figures and photos. If it isn't clear, you can indicate which direction to read the poster, for example using arrows.

Example:



6 Colour

Colour choice can make posters much more effective. Use colour contrasts deliberately, but make sure that the colour doesn't make the text difficult to read.

7 Deadline for submissions

Application for poster presentations must be received by March 17th, 2017. Selection will be made by April 1st, 2017.

The posters will be reproduced and sent by the applicants upon confirmation by the conference organisers.

Posters and materials not received by the deadline cannot be considered.

8 Language

Posters may be in any of the six UNESCO languages. However, most participants will speak English, so an English-language abstract of approximately 100 words should be included on the poster. The conference organizers are not able to provide translation.

9 Contact

For more information, and abstract submission please contact Ms Iva Glibo at iglibo@icsspe.org