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# WORK AND ORGANIZATIONAL PSYCHOLOGY CONFERENCE

Instructions for posters

## IN GENERAL

Each poster should consist of an introduction to the topic, key points regarding the topic and a summary of results or a summary of key points. Do not try to describe the detail so that you would fill the whole poster. However, your poster should describe the topic at the fullest so that people can read it and understand it even if you are absent.

## THE RECOMMENDED STRUCTURE

1. the title and the place of the conference where the poster is presented
2. the title of the poster – we recommend something short (8 words at max.)
3. authors
4. the research workplace/institution where the research has been done
5. introduction, research purpose – usually a few short sentences about the aim of the study
6. the theoretical ground of the research – a summary of the main sources of the topic
7. the description of the basic and selected sample
8. the methodology – the main or new methods of the data collection process
9. the results
10. the conclusions – usually 1–3 clear sentences
11. the discussion – possible limits and benefits of the research
12. the overview of resources (3-5 basic core sources at max.)

## MATERIALS

It is a good practice to print the text of your poster directly on a white sheet. If you use a colored sheet, make sure you have enough contrast between the text and the background so that it is easy to read. Please do not use heavy notice boards or boards filled with foam as it could be more difficult to keep them on the board. The fastening of Your poster will be done by the conference personnel. Please submit the poster when registering.

## FONT SIZE AND TYPE AND GRAPHICS

We ask you to use a computer to ensure a high quality and professional-looking fonts and graphics (we apologize but no handwritten posters will be accepted).

Your poster will be seen from a greater distance (60 to 100 cm or 2' to 3'). Thus, it is recommended to use at least 72 points for the size of the font used for the title and the name of the author(s), at least 48 points for headings and no less than 36 points for the text itself. It is also recommended to choose a font without unnecessary decoration (i.e. fonts like Arial, Times New Roman or Helvetica).

Graphs, illustrations or drawings should be simple and made with thick lines. We recommend leaving out unnecessary details, decoration and irrelevant graphic. We also recommend trying to read Your poster from the abovementioned distance.

## ARRANGEMENT

The space for Your poster is exactly .9 m wide and 1.2 m high (or smaller).