



## **GUIDELINES FOR THE PREPARATION AND SUBMISSION OF POSTERS for the 2010 NHA Hydrogen Conference and Expo**

These guidelines are provided to assist all authors in the preparation of their poster.

### **Poster Walk**

The NHA's "Poster Walk" enters its second year as a specially designated part of the Conference for posters only. This year's Poster Walk will be located along an entire length of the Expo Hall, providing excellent visibility and exposure for presenters to display their posters.

The result is a prominent display of posters in a part of the conference in which a large number of participants and Public Day guests will pass through and view them throughout the Conference. A floor plan of the Expo may be viewed at <http://mcnabbmarketing.com/NHA/floorplan.pdf>.

### **Poster Space Availability**

- Posters will be assigned numbers upon registration by presenters. Those numbers correspond to designated spaces at the Poster Walk for presenters to set up their displays.
- Posters of similar topics will be grouped together.

### **Setting Up Your Poster**

- Poster set up will be from 8 am to 5 pm on Monday, May 3<sup>rd</sup>, along the Poster Walk of the Expo Hall in the Long Beach Convention Center.
- If you are not able to be present during setup, you may set up your poster during another time when the Poster Walk is open – see the Conference schedule at [www.hydrogenconference.org/program.asp](http://www.hydrogenconference.org/program.asp). NOTE: NHA staff cannot provide assistance setting up your poster if you are unable to appear during the scheduled setup time.

### **Dismantling Your Poster**

- Poster teardown will be from 1-4 pm on Wednesday afternoon, May 5<sup>th</sup>.
- Posters left up after the scheduled teardown time will be discarded. We cannot mail posters back to presenters.

## **Presenting Your Poster**

- Posters will be left up for the duration of the Conference. Please see our website for the schedule of poster presentations: [www.hydrogenconference.org/program.asp](http://www.hydrogenconference.org/program.asp)

## **Poster Format**

- The poster exhibit will need to cover a board 4 ft. high x 8 ft. wide (provided by the NHA). Bulletin boards stand 3 ft. off the ground. The NHA will provide push pins to allow you to secure your poster to the boards.
- Make sure your name, affiliation, and contact information are listed on your poster, so that people may contact you about your work.
- Having a business card dispenser attached to your poster or the board beside it will also help people to contact you.

## **Questions**

- Email all questions regarding the preparation of your poster or manuscript to Brian Schorr at [schorrb@hydrogenassociation.org](mailto:schorrb@hydrogenassociation.org).