



Employability and Enterprise in Education The Third Annual ESCalate Student Conference 2011

Student Poster Submission Guidelines

Posters are a good way of sharing information informally with a large number of people within a short time. At the ESCalate Student Conference posters will be available for viewing for the duration of the conference. There will also be a formalised session after lunch when presenters will be able to discuss, expand and answer questions on their posters.

If you are interested in presenting a poster at the ESCalate Student Conference, please **read the following guidelines** and **complete the poster submission form** (page 2 of this document). Only posters which have been accepted as proposals can be displayed on the day.

For further information about ESCalate's Student Conference please visit <http://escalate.ac.uk/7960>

Guidelines for Submission:

- Only education students (undergraduate, masters or PhD) attending the conference may submit poster proposals
- A poster should be proposed and submitted by one person, but up to three co-authors can be named
- The proposer is responsible for communicating with any co-authors and with the ESCalate office about the proposal
- The deadline for the poster proposal submission is **Friday 25th February 2011 at midnight**
- Presenters will be notified via email in early March if their proposal has been accepted

Proposals will be evaluated in terms of their:

- Relevance to the conference theme
- Interest to students
- Clear and coherent information
- Evidence of critical analysis
- Originality and creativity

Any questions? Please contact B.Soucek@bristol.ac.uk / 0117 331 4198

Employability and Enterprise in Education

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Student Poster Submission Form

This form must be complete and emailed to B.Soucek@bristol.ac.uk by

Friday 28th February 2010 at midnight.

Late submissions will not be considered.

Title of Poster:				
Lead Writer:	Name	Institution	Email	Phone
	Mailing address for correspondence			
Co-writers:	Name	Institution	Email	
	Name	Institution	Email	
	Name	Institution	Email	
Aim	(50 maximum)			
Proposed content	(200 words maximum)			
Description of research methods	(100 words maximum)			
Intended audience	(30 words maximum):			

If your submission is accepted, your poster description will appear in the conference programme, so please check your grammar and spelling carefully!

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Poster Guidelines

Construction Guidelines:

- The poster must be either A1 (841 mm long x 594 mm high) or A0 (1189 mm long x 841 mm high) in size.
- A banner displaying your poster title, name, institution and email address should be positioned at top-centre of the poster.
- Please make it obvious to the viewer how to progressively view the poster. The poster generally should read from left to right, and top to bottom. Numbering the individual panels, or connecting them with arrows may assist readers.

You might like to visit one of the following websites for ideas on putting your poster together effectively:

- [How to prepare a poster](#)
- [Creating an Effective Conference Presentation](#)

Additionally, there are many other valuable resources on the web about creating and presenting an academic poster. Your institution may also have suggestions or guidelines, and be able to help with printing. If not, most print stores also provide this service and will help you package your poster to bring safely and easily to the conference. You can download 'Designing Academic Posters' document from <http://escalate.ac.uk/7960> which includes useful tips on poster design.

Poster set up:

The conference venue is open from about 8:00 am. Posters may be set up anytime between then and the start of the opening plenary at roughly 10:30.

Any questions? Please contact B.Soucek@bristol.ac.uk / 0117 331 4198