



# GrowingMedia2021 – International Symposium on Growing Media, Soilless Cultivation, and Compost Utilization in Horticulture

22-27 August 2021, Melle, Belgium

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## Poster Submission Deadline: 9 Augustus 2021

During GrowingMedia2021 your poster will be presented in three ways:

- 1) **Physical poster** to be viewed by on-site attendees. On-site attendees should print their own poster and we will print the posters of the online participants.
- 2) **Online poster session:** we will create a virtual room in *Gather.Town* where all posters can be visited when wanted and where you can talk to other participants
- 3) **Poster pitch:** you can present your poster in a 3-min recorded video that will be shown at the conference.

To make this possible we need all posters and poster pitches by **9 August 2021!**

### 1) Instructions for physical poster session

- **Landscape A1** format: width = 841 mm; height = 594 mm
- Download the template in pptx on <https://www.growingmedia2021.com/en/poster-and-oral-guidelines>
- Please print your poster and bring it when you attend the conference on-site. If you only attend online, we will print the poster for you. Please send the file in PDF to [info@growingmedia2021.com](mailto:info@growingmedia2021.com) by 9 August 2021. Name your file as follows: **Last name\_title\_A1**

The poster should be a clear visual presentation of your submitted abstract and should meet the following criteria:

- It is recommended to keep the title of the poster the same as in the submitted abstract. The name(s) of the author(s) and affiliation(s) should be clearly visual.
- Make sure that the specific sections (such as the background, methods, results and conclusions) are easy to locate in the poster.
- Try to keep the text easy to read and concise. The poster should have a clear message, a logical layout and be easy to comprehend.
- Avoid the use of full sentences and rather use short text in bullet point format. Make sure the text size is big enough so it is readable from a distance
- Illustrations are the most important part of the poster and will attract the most attention. Colourful charts and graphs are the easiest to read. Explanatory illustrations should be used instead of text and tables whenever possible.
- Make sure there is enough contrast between the colour of the text and the poster's background.
- Use only static images and do not embed any videos or animation in your poster.





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## 2) Online poster session in Gather.Town

We need the A1 poster from 1) in **jpeg** format to create the online poster room in Gather.Town. You should send two files to the organizers: A) The main poster file and B) The preview file.

### A. Main poster file

- .jpg format is the only file type that may be used
- Minimum width is 1000 px (26.46 cm)
- Minimum height is 600 px (15.88 cm)
- Maximum file size is 3MB
- No transparent background

**B. Preview file:** Submit the same image as in (1) but resized for a preview

## How to change your A1 poster to jpeg (main poster) and resize it (preview file) in Powerpoint?

For the main poster file

- File > Save. Name your file as follows: **Last name\_title\_MAIN** and save as JPG.
- Make sure the file size is no more than 3 MB!

For the poster preview

- Select the Design tab
- Select the Slide Size icon and choose Custom Slide Size from the dropdown menu
- Change width to 13.5 cm and Height to 8 cm. A pop-up will appear prompting you to make a selection. Choose Ensure Fit.
- File > Save. Name your file as follows: **Last name\_title\_PREVIEW** and save as JPG.

The two jpeg files can be sent via e-mail or WeTransfer to [info@growingmedia2021.com](mailto:info@growingmedia2021.com) before 9 August 2021.

## How to use *Gather.Town* during GrowingMedia2021?

Your poster will be set up in *Gather.Town* for you. You can enter the poster room during the conference and get in touch with other participants. More info will follow, but here you can already try it out: <https://gather.town/app/uKhIEq6s4CNhN5WY/Demo%20poster%20session> and <https://www.youtube.com/watch?v=IdRiOCPohYA>.

## 3) Instructions for poster pitch

Poster presenters will be given the opportunity to provide a **three-minute** video describing their poster. We would like to receive your three-minute video presentation as **.mkv or .mp4 file** of 720p quality, recorded via Zoom or equivalent platform, preferably displaying both the presentation and the presenter simultaneously. The use of the Powerpoint recording feature is discouraged. Name your file as follows: **Last name\_title\_VIDEO** and send it before **9 August 2021** to [info@growingmedia2021.com](mailto:info@growingmedia2021.com), otherwise we will not be able to merge all the files in a single video.





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Summary: Send those files **before 9 August 2021** to [info@growingmedia2021.com](mailto:info@growingmedia2021.com)

	What	Format	Name
<b>Online attendee</b>	A1 poster to print	PDF	Last name_title_A1
	Main file for GatherTown	JPEG	Last name_title_MAIN
	Preview file for GatherTown	JPEG	Last name_title_PREVIEW
	Poster pitch of 3 min	MP4 or MKV	Last name_title_VIDEO
<b>On-site attendee</b>	Main file for GatherTown	JPEG	Last name_title_MAIN
	Preview file for GatherTown	JPEG	Last name_title_PREVIEW
	Poster pitch of 3 min	MP4 or MKV	Last name_title_VIDEO