



SPEAKERS' KIT (POSTER)

**The 9th International Conference of Asian Society for Precision
Engineering and Nanotechnology (ASPEN)**

Nanyang Executive Centre (NEC)

Nanyang Technological University, 60 Nanyang View, Singapore 639673

15 – 18 November 2022



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GENERAL INFORMATION

Event Date:	15 – 18 November 2022
Time:	8.30am – 7.00pm, Singapore time (GMT+8)
Venue:	Nanyang Executive Centre (NEC) Nanyang Technological University, 60 Nanyang View, Singapore 639673 (Click here on how to get there)
Expected No.:	Approx. 230 physical participants and 100 virtual participants
Website:	http://aspen2022.com/

POINT OF CONTACT

Contact Person : Ms Ashley Pang

Email : secretariat@aspen2022.com

OPENING HOURS

Event Venue

Location	Date/ Day	Time
Registration Level 1, Auditorium Foyer Poster Showcase Level 1, Foyer	15 November 2022, Tuesday	7.30am – 6.00pm
	16 November 2022, Wednesday	
	17 November 2022, Thursday	



IMPORTANT NOTES

1. Guidelines for Physical Poster Presentation

- A display panel (84.1cm wide and 118.9cm high) and securing pins will be provided for mounting the respective poster displays.
- The last 3 numerical digits of your poster paper number (i.e. OR-05-0**211**) will be indicated at the top right hand corner of the display panel.
- All poster displays are to be provided by the presenters using an **A1 Size Portrait (59.4cm wide x 84.1cm high)** format. (Please see below on size measurements)
- There will be **no printing services** available at the symposium venue. Presenters are required to print out their posters prior to attending the symposium.
- Presenters are required to mount their poster(s) on the allocated panel BEFORE their respective poster sessions on
 - **Day 1 (16 November 2022) from 12pm to 2pm**
 - **Day 2 (17 November 2022) from 12pm to 2pm**
- Poster presenters are requested to standby their posters during their respective poster sessions.
- All poster displays are to be removed by the following times:
 - **Day 2 (17 November 2022) by 6.00pm**

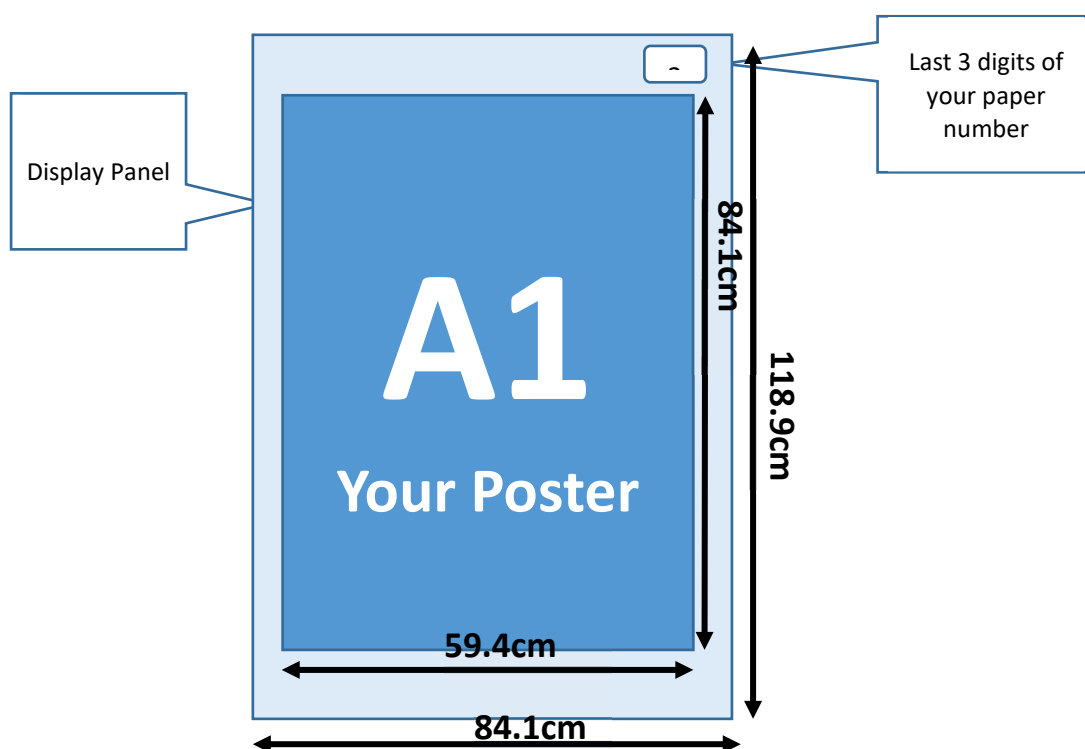
Any unattended posters will be disposed thereafter.

Additional Tips for Improving Poster Quality

- Avoid using long paragraphs of text.
- Use bullet points to convey ideas.
- Use large type, such as 36 point type for section headings, and 24 point type for text.
- Make use of underlines and boldface.
- Use graphs and figures whenever possible.
- Graphs and figures should be clear and well-labelled.
- Make your poster visually pleasing and attractive; Avoid making a poster which is visually-jumbled and crowded.
- The subsections and material in the poster should be presented in a logical sequence.



Poster size





2. Virtual Poster (for all Posters)

- **Poster Submission**

- All Poster authors are to prepare their poster in **PDF format**
- Poster size to be in A3 size (297 x 420 mm)
- Poster file should be submitted to the event secretariat by **7th November 2022, 3.00pm GMT+8**
- Format your filename as <Paper Number><Author Name>
 - **E.g. OR-12-0222_ZhangYiShi**
- Your email for the submission must include the following information:
 - Paper Number
 - Topic Title
 - Author Name

All Posters will be featured on the virtual platform.



CHECKLIST

We look forward to your reply on the following:

✓	ITEMS		PLEASE INDICATE
<input type="checkbox"/>	1	Submission of Poster in PDF format <i>Please refer to Page 5 for guidelines to prepare your poster file</i>	Submission by 7th November, Monday
<input type="checkbox"/>	2	Physical Poster <i>Please refer to Page 3 & 4 for guidelines to prepare your poster</i>	Please Indicate (Yes/ No)

For further enquiries, please contact Ashley Pang:

Email: secretariat@aspen2022.com