

# Symposium paper template (using a maximum of three lines to avoid the title taking up most of the page)

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Company/Institute name, New Zealand City.

## Poster presentation

We ask you to bring along a physical poster (A0 portrait orientation) on the morning of 16 October 2025. You will be allocated a poster board number and on arrival at the conference, please locate your allocated board which will be located in the Level 5 Balcony Foyer. Velcro dots will be provided and will be attached to the board for you to use. Posters will be on display throughout the entire Symposium. We will ask poster presenters to stand with their poster at designated times so that people can converse with you about your paper.

## Readable font

Use a Sans-Serif font for better on-poster readability. Good choices include Calibri, Arial, Helvetica, Lato, or Verdana.

Avoid serif fonts (like Times New Roman) for body text, as they can be harder to read in large blocks from a distance.

## High contrast

Use dark text on a light background (e.g., black text on white or light grey) for maximum readability.

Avoid busy or dark backgrounds, which can make text disappear.

## Don't create a "Wall of Text"

Use bullet points instead of long paragraphs.

Keep text concise. A poster is a visual summary and a conversation starter, not your full paper. Aim for around 300-800 words total.

Embrace whitespace. A clean, uncluttered layout is much more inviting and easier to read. Use columns (3 on a portrait A0 is standard) to organize your content.

## Graphics are Key

Use high-resolution images, charts, and graphs to tell your story visually.

Ensure all graphics are clear and not pixelated. As a rule of thumb, images should be at least 150 DPI at their final printed size.

## Print a Slice" test

Before you send your poster for its expensive A0 printing, print a small section of your poster on a standard A4 or Letter-sized paper at 100% scale.

Choose a slice that includes the title, a heading, some body text, and an image caption. Hold it at arm's length. Can you read it comfortably? This simple test will save you from discovering a critical readability issue after it's too late.



## References

King, A.B. 1995. Codification of Serviceability Criteria of New Zealand, Journal of the New Zealand Structural Engineering Society, Vol 8(1) 23-28 Auckland:SESOC

Jappelli, R. & Marconi, N. 1997. Recommendations and prejudices in the realm of foundation engineering in Italy: A historical review. In Carlo Viggiani (ed.), Geotechnical engineering for the preservation of monuments and historical sites; Proc. intern. symp., Napoli, 3-4 October 1996. Rotterdam: Balkema.