INTERNATIONAL COLOR ASSOCIATION
AIC MIDTERM MEETING 2019
COLOR AND LANDSCAPE
Universidad de Belgrano, Zabala 1837
Buenos Aires, Argentina, 14–17 October 2019
http://aic2019.org

GUIDELINES FOR ORAL AND POSTER PRESENTATIONS

Participants should present themselves at the registration desk when they arrive at the Meeting, to collect their name badge and materials.

ORAL PRESENTATIONS

The time allowed for oral papers is 20 minutes in total, including introduction by the chair and time for questions. Please, prepare a speech of about 15 to 17 minutes maximum. For plenary lectures, the time will be 40 minutes, also including introduction by the chair and questions by the audience.

The screens for projection have a 4:3 proportion. If your power point is made in this format, you will maximize the use of the visual field. To prepare your slides, you can use the template for oral presentations provided at http://aic2019.org/presentation.

Send a very brief CV (maximum 3 lines) to aic19oral@gmail.com so that it can be given to the chair of your session to introduce you before your talk. Don't send a long CV, since this will be included within the 20 minutes of your presentation and will subtract time from it.

It is recommended that you load the power point of your presentation into the computer of the Meeting the previous day of your session, or at least during the coffee break or lunch break preceding the session. You will not be able to upload the file when the session is running.

Stay at the oral session at least 15 minutes before the beginning of the whole session, and meet the chair of the session.
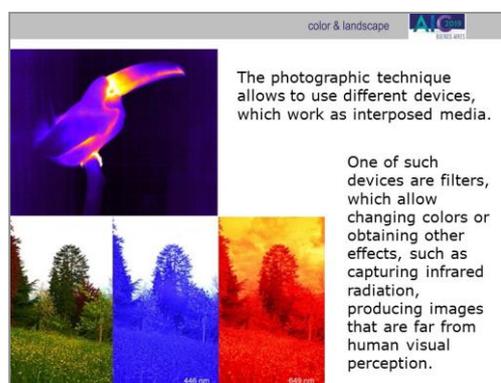
Languages: The oral presentation of papers could be made either in English, French, German (the official languages of the AIC), or Spanish (the official language in Argentina).

If you speak in English: You can use a normal power point presentation with images/texts/graphs, as usual. Just pay attention to use a generous size in your text and images, so that they can be seen and read by all the audience.

If you speak in French, German or Spanish: The power point that you project simultaneously with your talk must contain, in addition to the images, the English translation synchronized with your speech. Each author is responsible for this.

Here is an example of how could you combine English text and images in a slide. The text size should not be smaller than 22 points. Don't put very long texts or too many images in the same slide; instead, divide this material into succesive slides. Use left aligned text.

During the presentation, you can use the English text that you see on your slides as a guide to deliver your speech in French, German or Spanish. In this way, you are sure that you are telling the same things that the English audience is reading, and that your speech is synchronized with the slides.
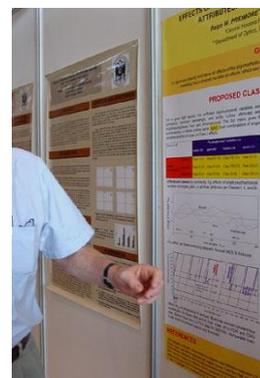
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POSTER PRESENTATIONS

Posters will be printed in Buenos Aires (at no extra cost) and hung by members of the organizing committee.

Size: Posters will be A0 size (841 mm × 1189 mm), vertical orientation. Prepare your poster using the model or template available at http://aic2019.org/presentation

Once ready, please, send your poster in PDF format to: aic19poster@gmail.com, before September 30.

Name the file with the first author last-name (for example: williams.pdf).

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

Language: The text of the posters must be in English.

Lettering: The poster should be easily readable at a distance of 2 meters. Use upper and lower case for general content as the use of all-capital text is difficult to read. Avoid using mixtures of type/font styles. Use left aligned text, as it is easier on the eyes of the reader.

Recommendations:

Type of text	Size of characters	Case / Style	General advice
Title	20-24 mm or 100 point maximum	Title Case / **Bold**	Include the title of the presentation, the name of the authors and their institution in the places provided in the model or template.
Headings	48 point is suggested 60 point maximum	Title Case	Title Case Headings such as "Introduction", "Methods", "Results", "Discussions" and "Conclusions" are useful.
Content	24-28 point 32 point maximum Single spaced	Upper and lower case	The text should be brief throughout. Any description of methods should be simple and concise.

Graphs/photographs: For visual effect, it is recommended that graphs and images be no smaller than 12 × 18 cm.

During the Meeting: You will be expected to be available near your poster at all poster sessions (please refer to the program).