

# Countdown to Europe's Leading Graphene Conference Begins Practical Guidelines for Poster Presenters

#### Things to Know Before You Go

## **Registration REQUIRED**

As a poster presenter, you must be registered to attend the conference, if you have not done so yet please contact <u>gw@graphene-flagship.eu</u>.

#### **Digital Abstract REQUIRED**

Please check your presentation's title, abstract and time slot in <u>the Online Programme</u>. If your title and abstract do not appear, or need to be updated, send the information to <u>gw@graphene-</u><u>flagship.eu</u>.

#### **Poster Presentation Schedule**

- The Poster Sessions are scheduled for Tuesday (Poster Session I), Wednesday (Poster Session II) from 18:15 - 20:00.
- Posters should be mounted during the afternoon coffee break (16:30 17:00), on Monday, 4 September 2023.
- Posters must be removed between 16:30 17:00 or 18:00 18:30 on Thursday, 7 September.
- Poster materials may not extend beyond the assigned display board.

# **Poster Display**

- The poster should be available in A0 size (841mm x 1189mm), portrait orientation.
- Your poster number will be displayed in the upper left corner of the poster board POXX-XX. Check your number in <u>the Online Programme</u>. Material for poster mounting will be offered.
- Stay with your poster during author attendance times
- The abstracts will be published in the Graphene Week 2023 online programme.
- No audio-visual equipment is allowed during the poster sessions, unless otherwise indicated by the programme organizers. Copyright policies apply to all attendees.

#### **Awards Ceremony & Reception**

All posters presented at the conference are eligible for the Poster Award in their topic:

- Best Poster on Fundamentals
- Best Poster on Applications
- Best Poster on Processing
- Best Poster on Sustainable use of graphene

Selections will be made during the poster sessions by the Poster Award Committee based on the research level, quality of the poster and clarity of the presentation. The winners of the Best Poster Award will receive a Certificate issued by the Programme Committee and a prize. The award ceremony will take place during the <u>Conference Dinner</u>, which will be held on Thursday 7 September, from 19:30 at Kooperativet Restaurant (registration required).

graphene-flagship.eu



## **Use Copyright-Free Graphene Flagship Images**

You are welcome to use Graphene Flagship Images in your poster:

#### **Conference Location**

Gothia Towers, part of the Swedish Exhibition & Congress Centre Mässansgata 24 (Entrance 8), Gothenburg, Sweden It is located in the city centre, walking distance from most hotels. <u>How to get to the conference location?</u>

#### **Badge Collection**

- **4 September:** you will be able to collect your identification badge from 09:00 18:00 at the venue, conference location Entrance 8.
- 4 September: since governmental authorities are attending the Opening Ceremony, it would be highly appreciated if you could collect your identification badges between 08:00 to 12:00 at the Registration desk. Please do not try to pick up during the Welcome Lunch which is served from 12:00 – 12:45.
- Delegates may collect their identification badges during the conference timetable at the Registration desk.

### **Conference Material**

The conference will provide you with:

- Your identification **Badge**. It must always be worn and visible, to gain access to the conference venue, the lunchroom, and the welcome reception and conference dinner.
- Complimentary gift bag with interesting information about the collaborators of Graphene Week.

#### **Room Schedule**

Auditorium: Opening Ceremony, Plenary Sessions, Parallel Sessions, Closing Ceremony

Room H1: Parallel Sessions, Fringe Sessions

Room H2: Parallel Sessions, Fringe Sessions

**Graphene Foyer:** The Graphene Flagship exposition, Business Networking Lounge, Poster area coffee breaks and lunches

**Innovation Alcove:** Graphene Innovation Forum, Workshops, Industry and Innovation Working area, Exhibitors Programme, Networking Lounge

**Hall H:** Exhibition area, Networking Lounges, Poster area, coffee breaks and lunches **Media desk:** is located on the ground floor of the venue assisting presenters between 12:00 to 18:00 (Monday), 8:00 to 19:00 (Mon-Thu), 8:00 to 13:00 (Friday).

#### **Presentations Structure**

- Keynote lecture 45 minutes, 10 minutes of Q&A to follow.
- Invited talk 35 minutes, 5 minutes of Q&A to follow.
- Oral Presentations 12 minutes, 3 minutes of Q&A to follow.
- Graphene Innovation Forum, Workshops and Diversity in Graphene have an independent timetable. Please check the programme.
- Fringe Sessions 1.5 hours.
- Poster Sessions 1.45 hours. (Session chairs will strictly control timing)



# **Social Programme**

See details here

Well-being pre-event	Sunday, 3 September, from 11:00 Join our team in an amazing day at the park! <u>Gothenburg Marathon</u>
Welcome Lunch	Monday, 4 September, from 12:00 – 12:45 Unique flavors of West Sweden cuisine, at conference venue.
Welcome Reception	Monday, 4 September, from 19:00. At Liseberg Amusement Park Free for all conference attendees, no ticket required
Conference Dinner	Thursday, 7 September, from 19:30 <u>Anders Carlssons gata 2, 417 55 Göteborg</u> Kooperativet Restaurant it was previously a shipyard established in 1841 and has now been transformed into one of the most popular dining venues in town.

You may find tickets available at the Registration Desk



Welcome Reception



**Conference Dinner** 



**Gothenburg Marathon** 



# **Be Aware**

Intellectual Property	Any event content, including but not limited to photos, videos, slides, or papers, are considered property of the Organiser, and shall not be posted or disseminated by participants without expressed written approval of the Organiser.
Use of Likeness	By attending the Graphene Week conference you acknowledge and agree to grant the Graphene Flagship the right at the event to record, film, photograph, or capture your likeness in any media now available or hereafter developed and to distribute, broadcast, use, or otherwise globally to disseminate, in perpetuity, such media without any further approval from you or any payment to you. This grant to Graphene Flagship includes, but is not limited to, the right to edit such media, the right to use the media alone or together with other information, and the right to allow others to use or disseminate the media.
Digital Publications	The introduction of electronic documents and publications in the Graphene Flagship meetings is part of the sustainable event management practices. Please feel free to interact with the <u>Online Programme</u> and the <u>conference website</u> during the event.
Code of Conduct • •	All participants are expected to: Be inclusive, considerate, respectful, and collaborative. Refrain from intimidating, discriminatory, harassing, or demeaning behaviour. Inform the event organiser if they notice someone in distress.
Support	
Registration?	Contact gw@graphene-flahgship.eu
Withdrawal Necessary?	In case you are unable to present your talk, please send an e-mail to gw@graphene-flagship.eu
Accommodation:	We still have some rooms available for 160 Euros.

We look forward to seeing you in Gothenburg!

#### The Graphene Week 2023 Organisation Team