

## **GUIDELINES FOR AUTHORS**

### **PLEASE FIND BELOW SOME DETAILS ON HOW TO PREPARE YOUR PRESENTATION:**

#### **Submission:**

Please email your presentation to [enquiries@ismor.com](mailto:enquiries@ismor.com) by Monday 15<sup>th</sup> July. This allows us to collate all the material and check its compatibility in time for the event. If you don't think you will be able to submit by this date please contact me to discuss.

#### **Timing:**

Each presentation should be of 20 to 25 minutes' duration, to allow 5 to 10 minutes for questions. There will be a further combined discussion at the end of each group of presentations.

#### **Classification:**

Content must be Unclassified.

#### **Format:**

Please prepare slides in standard PowerPoint format and papers in Word format. We may subsequently convert them to PDF format for posting on the website.

When preparing presentation slides, please ensure that text and other details are large enough to be clearly legible for those at the rear of the auditorium.

**Please note that all papers and presentations will be placed on the ISMOR website. If this is not acceptable please contact me to discuss.**

### **PLEASE FIND BELOW SOME DETAILS ON HOW TO PREPARE YOUR POSTER:**

Posters must be in place no later than the morning of Wednesday 24<sup>th</sup> July.

If you will be at ISMOR from the start, then please bring your posters with you to the event. Otherwise please bring them with you on the Wednesday.

Please also submit an electronic copy to [enquiries@ismor.com](mailto:enquiries@ismor.com).

Posters will be displayed from Wednesday morning and there will be a dedicated poster session on the Wednesday (precise timing subject to confirmation).

#### **Classification:**

Content must be Unclassified.

**Format:**

Please prepare your poster to a size no larger than 1.5m x 1 m.  
All posters should have a headline title, authors' names and organisation / location.

Dstl have offered help in printing if needed.

**Please note that all posters will be placed on the ISMOR website. If this is not acceptable please contact me to discuss.**

Jeremy Smith

ISMOR Programme Chair

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