

## ***Guidelines for Oral Presentation at the 2012 SPWLA Symposium in Cartagena***

**EQUIPMENT:** All presentations will be made from a computer projector using PowerPoint® 2000 or 2007. The Speakers' Preparation Center will provide a computer for speakers to load their presentations onto the symposium's computer system and to verify compatibility and consistency.

**TEXT MUST BE LEGIBLE:** Please make every effort to make your figures legible from the back of a large room.

**LOGS MUST BE LEGIBLE:** Presentation of logs has, in the past, attracted much criticism, as symposium attendees cannot see the information in a clear manner. If you must show logs, please make every effort to make them clear and legible.

**AVOID COMMERCIALISM:** You should avoid commercialism in your talk. The objective is to inform the audience, not to promote a specific service. Therefore, please avoid excessive use of trademarks, commercial service names and names of employers. Generally, company logos may appear on the title slide or the authors' affiliation slide, but should not appear thereafter in the presentation. Required copyright notices or unique slide ID numbers may be placed in small typeface in the lower corner of each slide but should not include repetitive logos.

## ***Guidelines for Poster Preparation of 2012 SPWLA Symposium in Cartagena***

Many of those viewing your poster will do so from about a distance of 4 to 6 feet. Most material prepared for a printed page (magazine, journal, book, etc.) is NOT suitable for posters. Grid lines, log traces, small letters, and numbers that are perfectly readable on a printed page may be impossible to read at a normal poster viewing distance. If your graphic material is not legible at normal poster viewing distance it should be redesigned and/or redrafted for your poster presentation. To encourage the highest quality in poster presentations, a **Best Poster Award** will be chosen by the Technology Committee.

**EQUIPMENT:** Each poster presentation is allocated two panels, each of which measures 0,90 cms wide and 1,80 cms tall. The panels will be two vertically-oriented pin-up boards on which to display your poster. Posters may be attached by velcro or by push pins. Please bring your own supplies that are necessary for mounting and displaying your posters.

**POSTER TITLE:** The poster title and authors should be identified in large letters, at least one inch in height.

**DISPLAY TIME:** Posters must be on display by 8:00 AM, Monday, June 18<sup>th</sup>. All authors are required to be at the poster during session 7, Tuesday from 1:20 to 3:20 PM, which is dedicated to poster viewing. Posters are to remain up for the duration of the Symposium. Please un-mount your poster in the later afternoon on Wednesday. Any poster left there after 5:00 p.m. on Wednesday will be discarded.

**AVOID COMMERCIALISM:** Please make every effort to avoid commercialism in your poster. The objective should be to inform the audience rather than to promote a specific service. Please avoid excessive use of trademarks, commercial service names and names of employers. Generally, company logos may appear with the title or the authors' affiliations, but should not appear thereafter in the presentation. Required copyright notices may be placed in small typeface in the lower corner of each poster but should not include repetitive logos.