

### **Is there a template for my posters?**

You will be sent a template for both portrait and landscape options after completing the submission form. We expect to receive your poster submission by Friday 1 May, 12:00.

### **What size are the posters?**

A1

### **What timeline should I be working towards?**

Poster call for contributions: Opens on Thursday 12 March and closes on Friday 1 May, 12:00.

Posters will be reviewed: w/c 4 May

Outcomes of submission: Communicated by Friday 8 May, 17:00

Final edits: Due by Friday 15 May, 12:00.

Printing: Posters that have been accepted for print will go out on Monday 18 May (Any posters that are late will not be funded or printed and the poster owner will need to arrange independently)

### **Who will print my poster?**

This year, due to the Octagon's maximum capacity and to ensure a high-quality experience for all involved, we can only accept up to 96 posters. If we receive more than 96 submissions, we will undertake a light-touch review process including giving priority to academics who express that they will be presenting their poster in person on Tuesday 9 June.

Unfortunately, we may not be able to guarantee acceptance of every entry. We will, of course, communicate clearly with colleagues as the process unfolds.

If you're interested in creating a strong, compelling poster, I encourage you to come along to our afternoon session on Thursday 12 March. You'll be able to hear top tips directly from QMA colleagues and from last year's winning presenter. We hope this will give you everything you need to submit your very best work.

### **Can students submit posters?**

We welcome posters from learners who have engaged in Scholarship projects. Submission can be made by the student or by an academic mentor. If you are a student submitting your own work, please repeat your name in the 'student co-creator' field of the submission form to make this clear to the event organisers.

### **Do I have to present my poster in person?**

No, but we will give priority for printed posters to academics who express that they will be attending the Festival on Tuesday 9 June. All other poster submissions which are approved but not printed will be displayed on our online gallery.

### **What should go on my poster?**

Please refer to our [help sheet for more information](#)

### **What happens to my poster after the Festival?**

If you have a printed poster you can take your poster from the Octagon after the end of programmed events for the Festival on Tuesday 9 June. Any uncollected posters will be stored at Dept W until Friday 26 June.

You can collect these from the first-floor main reception desk at Department W. After Friday 26 June any remaining posters will be recycled.