Countdown to Europe's Leading Graphene Conference Begins
Practical Guideline 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 gw2022@graphene-flagship.eu.

Digital Abstract Required
Please check your presentation´s title, abstract and time slot in the Online Programme. If your title and abstract do not appear, or need to be updated, send the information to gw@graphene-flagship.eu.

Poster Presentation Schedule
- The Poster Sessions are scheduled for Tuesday (Poster Session I), Wednesday (Poster Session II) or Thursday (Poster Session III) 18:35 - 20:00.
- Posters should be mounted during the morning coffee break, on the day of your presentation.
- Posters must be removed after each poster session between 20:00 and 20.30.
- 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 the Online Programme. Material for poster mounting will be offered.
- Stay with your poster during author attendance times.
- The abstracts will be published in the Graphene Week 2022 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 Growth and Processing

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 Conference Dinner, which will be held on Thursday 08 September, from 20:30 at Augustiner-Keller
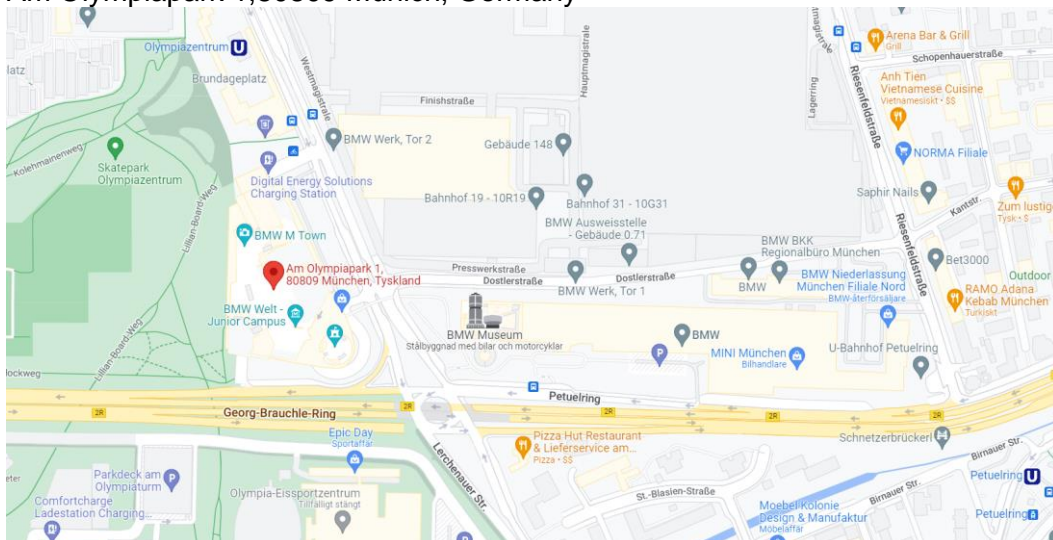
Use Copyright-Free Graphene Flagship Images
You are welcome to use Graphene Flagship Images in your poster:

Conference Location

BMW Welt
Am Olympiapark 1,80809 Munich, Germany

How to get to the conference location?

Badge Collection
- **05 September:** you will be able to collect your identification badge from 18:30 – 20:30 at the Welcome Reception.

- **06 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 8:35** at the Registration desk.

- **From 07 September onwards:** 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 BMW Welt, 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
Business Center I: Parallel Sessions, Fringe Sessions
Business Center II: Parallel Sessions, Fringe Sessions, Graphene Innovation Forum
Future Forum: Working area, Exhibitors Programme, Networking Lounge
Campus: Press room and Meetings
Terraces: Poster Sessions, coffee breaks and lunches
Foyer: Exhibition area, Business Networking Lounge, coffee breaks and lunches
Graphene Pavilion: The Graphene Flagship exposition

Presentations Structure

- Keynote lecture - 45 minutes, 10 minutes of Q&A to follow.
- Invited talk - 30 minutes, 5 minutes of Q&A to follow.
- Oral Presentations with 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 with 1.5 hours.
- Poster Sessions with 1.25 hours. (Session chairs will strictly control timing)

Conference Dinner
Thursday, 8 September, from 20:30
Septemberfest at the Augustiner-Keller,
Arnulfstr. 52, 80335, Munich
You may find tickets available on the Registration Desk

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 Online Programme and the conference website 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 gw2022@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 119 Euros.
Contact gw2022@graphene-flagship.eu

We look forward to seeing you in Munich!
The Graphene Week 2022 Organisation Team