



QMIÉ
Québec **Mines+Énergie**

SCIENTIFIC EXHIBITOR'S GUIDE

November 18-21, 2019
Québec City Convention Centre

Exhibitors agree to familiarize themselves with the Science Exhibitor's Guide and follow the guidelines it contains. Conference organizers reserve the right to refuse exhibitors who do not comply. Parts of the Guide may be revised or changed at any time (the date at the bottom of this page indicates the latest version).

The scientific exhibition assembles professionals and researchers from the Ministère de l'Énergie et des Ressources naturelles, the Geological Survey of Canada and geological and scientific research establishments, university students and prospectors who wish to present their latest research findings.

This guide presents all of the information necessary to prepare your paper or electronic poster to participate in this outstanding event.

EVENT LOGISTICS

GENERAL CONFERENCE SCHEDULE

	Day	Date	Time		
Short Courses and workshops	Monday	November 18	9:00 a.m.	to	5:00 p.m.
Exhibition and Technical sessions	Tuesday, Wednesday	November 19 to	9:00 a.m.	to	5:00 p.m.
	Thursday	20 November 21	9:00 a.m.	to	1:00 p.m.

Set up

Day	Date	Time		
Monday	November 18	2:00 p.m.	to	8:00 p.m.

No name tag is necessary at the set up on November 20. Exhibition material must be delivered and installed before 8:00 p.m.

Tear down

Day	Date	Time		
Thursday	November 21	1:00 p.m.	to	2:00 p.m.

No booth tear down will be allowed before 1:00 p.m. on November 21. Exhibitors violating this rule will **lose their priority booking privileges** for the next edition of the Québec Mines + Énergie conference.

EXHIBITION

The Québec Mines + Énergie 2019 scientific exhibition will take place in room 400 of the Québec City Convention Centre.

Paper posters must be 52 inches high and 48 inches wide.

The structures to support the posters and a table 4 feet long and 18 inches wide placed in front of each poster will be provided. **Since the posters will be installed in succession, no overlapping will be allowed.** Containers and boxes used to transport the material must be identified and stored in a room provided for this purpose.

The event organizers reserve the right to group together exhibitors by profile and exhibit subject.

New! Titles and authors must be listed at the top of the poster.

The scientific posters must be displayed for the duration of the congress. Delays and absences that are not justified by a valid reason will lead to the rejection of candidacies in future years.



Exhibitors **must provide** 1 m of male (rough) Velcro to display their paper poster.

Security

Exhibitors will have access to the exhibit hall at 8:30 a.m. during the three days of the congress.

The exhibit hall will be monitored at all times. However, the Québec City Convention Centre and the organizers of Québec Mines + Énergie 2019 are in no way responsible for loss, theft and material harm and injury sustained by any individual during the congress.

Space reservation

To reserve space, please fill out the appended form and submit it no later than **September 13, 2019**. The lead author is entitled to a pass to the talks and the exhibition for the duration of the congress.

Science Abstracts

Exhibitors must submit abstracts of their presentations. The abstracts will be published in both French and English in the document entitled Abstracts of oral presentations and posters. Québec Mines + Énergie 2019 will translate the abstracts, although authors are free to submit their abstracts in both languages if they so wish.

- Language used: French
- Recommended software: Microsoft^{MD} Word
- Font: Times New Roman, 10 points
- Text: Full page, 8½" x 11" (do not use columns)
- Number of words: No more than 400.

Word count: To count the number of words in an abstract, we suggest you use the Word Count function in Microsoft^{MD} Word.

Corresponding Titles

Authors must ensure that the title shown on their abstract is the same as the definitive title previously submitted to the Congress organizers.

Authors

The authors' full surnames and first names must be provided, and must be followed, in brackets, by their respective affiliations (company, organization, institution). Affiliations should be indicated by acronyms where possible.

Example

James Moorhead, Jean-Yves Labbé (MERN), Michel Jébrak (UQAM), Jean H. Bédard and Pierre Brouillette (GSC-Q)

Acronyms

Authors' surnames and first names are followed by their affiliations, in brackets, in the form of acronyms where possible.

Examples

GSC-Q: Geological Survey of Canada, Québec

MERN: Ministère de l'Énergie et des Ressources naturelles

UQAM: Université du Québec à Montréal

Submission of Abstracts

Texts must be submitted in Microsoft^{MD} Word format by **September 27, 2019**, to:

Marie-Eve Lagacé

Direction de la promotion et du soutien aux opérations

Ministère de l'Énergie et des Ressources naturelles

Phone (toll free): 1-866-249-0649, ext. 5284

Fax: 1-418-643-2816

Email: Marie-Eve.Lagace@mern.gouv.qc.ca

Key dates

September 13

Submission of poster title and authors' names

September 27

It is now possible to register online under the Registration tab at: QcMinesEnergie.gouv.qc.ca

Submission of 400-word abstract.

November 18, between 2:00 p.m. and 8:00 p.m.

Delivery and installation of posters

November 21, between 1:00 p.m. and 2:00 p.m. (No tear down will be allowed before 1:00 p.m.)

Dismantling of exhibit halls.

IDENTITY OF THE RESPONSIBLE PERSON

Name of organization: _____

Last and first name (registration is free for the first author): _____

Phone: _____

Address: _____

Fax: _____

Email: _____

Poster title and author's names

Title: _____

Authors: _____

Additional information

Should this poster be grouped together with other posters?

If so, please state the titles or authors of these posters.

I have familiarized myself with the exhibit times, placement terms and conditions, and various other information contained in the Science exhibitor's guide.

Signature: _____

Complete and return this form to:

Marie-Eve Lagacé

Direction de la promotion et du soutien aux opérations

Ministère de l'Énergie et des Ressources naturelles

Phone (toll free): 1-866-249-0649, ext. 5284

Fax: 1-418-642-2816

Please note that following your registration, you will be automatically registered for the duration of the congress.