

Guidelines for Innovation Marketplace Posters

Congratulations on your participation in the 2006 CGIAR Innovation Marketplace!

Posters should be fully designed in English, including images, and a PDF version sent to reach us by November 3, 2006. Posters received after that time will not be included in the Innovation Marketplace Workbook. Posters will be printed in Washington and mounted in the Exhibit Hall at the Hilton Washington Hotel prior to AGM06.

Guidelines:

Size: 36 inches wide by 48 inches high

Content: Poster should be prepared in English and include 4 key elements briefly responding to the following:

- What is the objective of the partnership?
- What has the partnership accomplished so far?
- What are the respective roles in the partnership?
- How can the partnership be improved and expanded?

Suggestions:

- Design the poster for readability and visual presentation of the project
- Keep the type size large enough to be comfortable for age-challenged eyes
- Use callouts and sidebar boxes to call readers' attention to key messages
- Images: choose illustrations that relate to the theme and are aesthetically appealing, of a positive "we are making progress" nature, and of good technical quality.

Format:

Final posters to be sent in PDF format as an e-mail attachment to marketplace@cgiar.org

Deadline:

PDF formats of all posters to be received electronically no later than November 3, 2006. Posters received after that time will not be included in the Innovation Marketplace Workbook.

Guidelines for the Summary of the Project/Program

Summary of Project/Program:

Please provide a 250-word summary in English of your IM Project (written in MicroSoft Word) according to the template below, and send as an e-mail attachment to marketplace@cgjar.org along with your posters.

Template for the Project Summary

Title of the Project:	
Country:	
Organization:	
Center Partner:	
Sector:	

	Project Description (250 words)
What is the objective of the partnership?	
What has the partnership accomplished so far?	
What are the respective roles in the partnership?	
How can the partnership be improved and expanded?	
	Contact Information
Principal Contact	

Deadline:

PDF formats of all posters and project summary to be received electronically no later than November 3, 2006. Posters received after that time will not be included in the Innovation Marketplace Workbook.