Master's Theses

*Department
of
Architecture*

INSTRUCTIONS FOR
POSTER LAYOUT & EXHIBITION SET-UP

30.9.2020

LAYOUT

Please find the InDesign file *doa_thesis_poster*

Each thesis will be exhibited on one poster and possible additional material like the thesis book (not mandatory) and scalemodels. The space for the exhibition is limited and the content depends on the quantity of submission.

The role of the poster is to function as a teaser or pitch to make visitors take a close look on your thesis at Aaltodoc.

Paper size

w600 x h860 mm
including 50 mm top and bottom foldings

Print content

w540 x h480

(red rectangle on top part of the print)

Please collect a narrow selection of most attractive points of your thesis here. It can be images, drawings, graphs and/or models.

Use high quality raster images and vector drawings. If the most attractive part of your thesis is a scalemodel, you can use that.

Text

The length of the text on bottom part of the print is limited to 2000 characters.

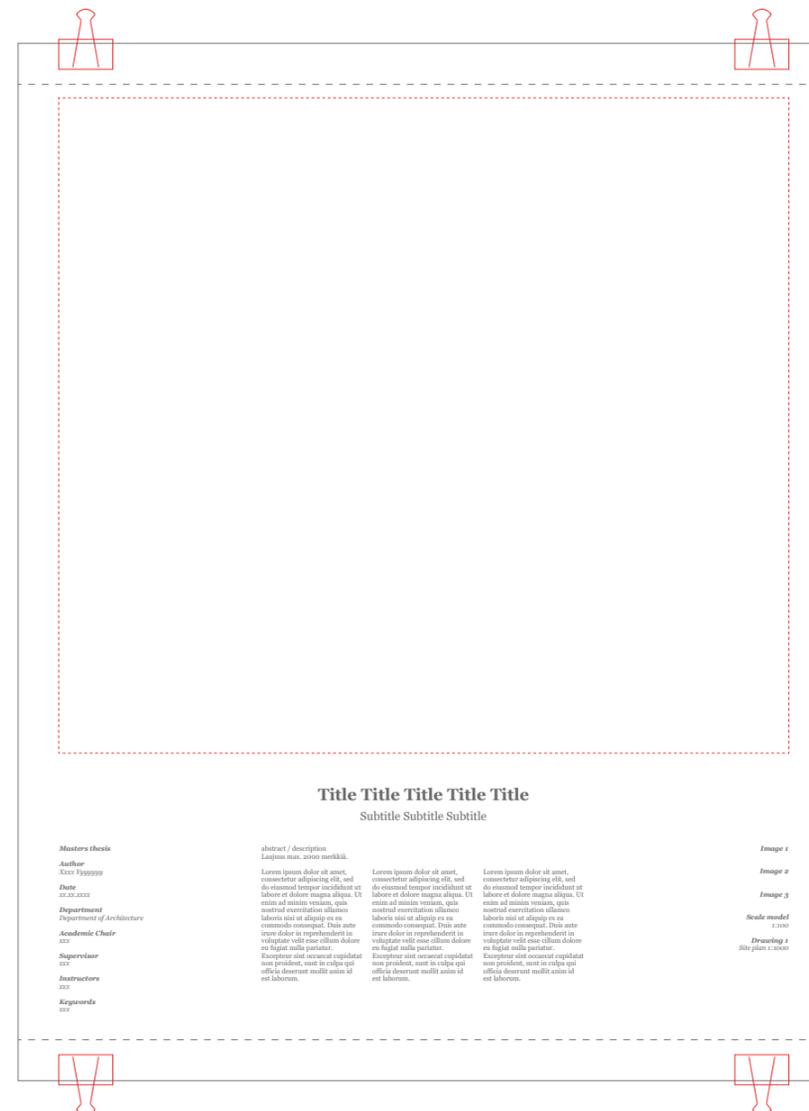As a text description you can use the abstract or write new one. Just consider what suits best for the purpose.

Please keep the font and font size as they are in InDesign file.

Language

Use Fin, Swe or Eng

Thesis books & Scale models

See next page.

Title Title Title Title Title
Subtitle Subtitle Subtitle

Masters thesis		abstract / description Laajuus max. 2000 merkkiä.			*Image 1*
Author Xxxx Yyyyyyy		Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum.	Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum.	Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum.	*Image 2*
Date 01.01.2020					*Image 3*
Department Department of Architecture					*Scale model* 1:100
Academic Chair xxx					*Drawing 1* Site plan 1:1000
Supervisor xxx					
Instructors xxx					
Keywords xxx					

SUBMITTING THE FILE & PREPARING THE PRINT

1
Export your poster in Press Quality .pdf from InDesign.

Name your file like this:
doa_thesis_poster_lastname_ irstname

2
Upload thesis printing files to a Google Drive folder. The link to the folder will be shared with you the day after of the thesis´s submission deadline at eAge system

In order to use a shared folder create an account in Google Drive with Aalto University user ID.

Instructions: https://www.aalto.fi/en/services/google-drive-registration-and-closing-of-an-account

Contact person: *laura.zubillaga@aalto.fi*

3
Pick your print from PrintLab before you go to present your thesis and prepare it for the exhibition.

Cut your poster in size following the crop marks.
4
5
Find 5 mm mark lines 50 mm below the top corners of the print.

6
Make a neat folding from top mark to top mark.

It's easiest to use sturdy rulers at the PrintLab and make "a creasing", a gentle groove line, on the paper before folding. To make the creasing, use "bone folder", round end stick or similar tool and to beware of breaking the paper.

7
Take your print on the exhibition table and check your spot together with other students and by the instructions on the next page.

8
Line the creased fold with top edge of the table top and fold the remaining part over the table edge.

If your spot is in the center of the table, remove the lamp and the clamp in advance.

9
Fix the top with the paper clips as shown in the drawing.

10
Straighten the print and pull the bottom part gently towards you while folding the end over the table edge.

11
Clip the bottom.
If you removed the lamp, fix it back in the center of the table.

Diagram labels (left to right):

table 1 | table 2 | table 3 | table 4 | table 5 | table 6 | table 7 | table 8

lamp | lamp | lamp | lamp | lamp | lamp | lamp | lamp

intro poster | possible area for books | thesis thesis | thesis thesis thesis | thesis thesis thesis | thesis thesis thesis | thesis thesis thesis | thesis thesis thesis | thesis thesis thesis | thesis thesis | possible area for books | intro poster

Dimensions: 20 | 300 | 340 | 40 | 600 | 20+20 | 600 | 40 | 600 | 40 | 600 | 20+20 | 600

THE EXHIBITION SET-UP

The Department of Architecture Masters Theses will be exhibited in Väre for the period between theses submission and presentation/evaluation. The exact location may change from main lobby to lobby bridge.

FURNISHING

The exhibition furnishing consists 8 black MDF tables and 8 table lamps.

Table size is 1920 x 760 mm. In total, the set of exhibition tables is about 15,3 m long and fits maximum 22 theses posters plus 2 intro posters. The quantity of submissions vary and affects on the set-up. The drawing above shows the situation with full set-up.

The furnishing and the intro posters will be assembled by the staff.

ORGANIZING THE SET-UP

Students will co-operate together, find out the quantity and take care of the spots of each thesis. If there is less than 22 theses submitted, the posters can be divided on the tables with more space in between each others.

THESIS BOOKS AND SCALE MODELS

With the full set-up of 22 posters thesis books (book is not mandatory but is ok to have it in case your thesis is theoritical) can be placed on the text area on the posters OR stacked as a collection on the empty area next to intro posters. The scale models must be placed on your own poster.

In the case of reduced set-up with less than 22 submissions, the models and books can be placed on the area between thesis posters. Co-operation with other students is needed to define what to put where.

DISASSEMBLY

Remove your poster from the table after the evaluation. Leave the paper clips on their places. The furnishing will be disassembled by staff.