

INFORMATION FOR POSTER PRESENTERS

Website

Click [here](#)

Displaying your poster

Boards available from 09:30 on Thursday 30 June

We ask you to have your poster in place by 11:30 on Thursday 30 June and to leave it up until 13:30 on Friday 1 July so that delegates have plenty of time to view it.

Poster manning times

Odd-numbered posters, P₁, P₃, P₅ etc, to be manned 11:40-12:40 on Thursday 30 June

Even-numbered posters, P₂, P₄, P₆ etc, to be manned 10:30-12:00 on Friday 1 July

Poster preparation

1. Each presenter will be allocated one numbered board. The maximum size allowed for your poster is:

Size – A0 maximum (841mm wide x 1189mm high) (**portrait** format)

This is the maximum size allowed for your poster

You **must** follow these directions – larger posters will not be displayed at the meeting

2. Fixing materials for attaching your poster to the board will be available at the meeting.
3. Posters are usually more attractive when mounted onto a single background rather than being mounted on the board as several separate sheets.
4. The Organisers will provide the poster board numbers
5. You are invited to bring copies of your poster on A4 sheets to hand out to interested delegates. Alternatively, consider adding a QR code pointing to your website (perhaps make downloadable copy of your poster available there) or to contact you after the meeting. If you're not sure what this is click [here](#) for more information, or try Google for more ideas. It's a way of enabling delegates to contact you easily or to view additional information - you could even include a video of yourself describing your study!

Organising your poster

Title

The title of your submitted abstract

Authors

Who was involved, and their affiliations

Introduction

A statement about the aims and objectives of the study

Methods

A description of the methodology that you have adopted, including any assumptions

Results

Include examples of the main results of the study

Conclusions

List the main findings and your thoughts about how the work could be progressed further

Formatting your poster

1. Keep fonts simple and use one or two different fonts only
2. Font size – your poster should be easily legible at a distance of 1.5 metres. We recommend the following minimum font sizes:

Title 84 pt

Authors/addresses 42 pt

Section Headings 30 pt

Text 24 pt

3. Keep use of colour to a minimum
4. Maintain a consistent style
5. Keep text to a minimum
6. Neutral colours work better as a back ground than bright colours
7. Make use of graphics where possible
8. Only include what is absolutely necessary
9. Do not overload tables and figures with information
10. Be selective when showing results
11. Check spelling
12. Above all, keep it simple

Poster pitching

If you have been offered a poster pitching slot please read the following:

You will have 90 seconds to tell the audience why they should visit your poster. There will be no time for questions. You should present 2 slides. Both slides should have your poster number in the top left hand corner at a size equivalent to 60 in Arial Font. The first slide should have the title of your poster and the name and designation of the presenting author only. The second slide should contain the important message of your poster and could include an image and/or a graph. Please do not use animations nor fill the slide with too much information. Presentations will be in numerical order of poster number so you

must be ready to present on time. Odd numbers on Thursday, even numbers on Friday – see [programme](#) for details.

Disclosure

All presenters must include details of any potential conflicts of interest on their slides or posters - you must include details of any company support given, whether in conducting the research, analysing the data or preparing the presentation.

If you have any queries about these arrangements please contact the meeting organiser:

Janet Crompton
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[Email](#)