

INFORMATION FOR POSTER PRESENTERS

Displaying your poster

Poster boards will available from 11:00 on Wednesday 6 July.

We ask you to have your poster in place by 08:30 on Thursday 7 July and to leave it up until 15:30 on Friday 8 July so that delegates have plenty of time to view it.

Poster manning times

All posters will remain up and on display for the duration of the meeting for delegates to view.

Poster preparation

Each presenter will be allocated one numbered board. The maximum size 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

- Fixing materials for attaching your poster to the board will be available at the meeting.
- Posters are usually more attractive when mounted onto a single background rather then being mounted on the board as several separate sheets.
- The Organisers will provide the poster board numbers
- 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. It's a good 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

Recommendation when 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.
- We suggest working to the now standard 16:9 slide ratio for your presentation.

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 <u>programme</u> 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 BRS meeting team.

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