TECHNICAL GUIDELINES FOR UNMODERATED POSTERS

PREPARING YOUR POSTER

If you don’t print your poster in the right size, it will not fit on the poster board!

- Each poster must have a top label indicating the title of the poster, the names of the authors and their affiliations. The size of the characters for the title should be at least 0.8” (2 cm) high.
- Minimum font size: 0.4” (1 cm).
- Obligatory Disclosure Statement: As a requirement for the CME accreditation of the program all presenters must disclose their Potential Conflicts of Interest. This should be pinned next to the poster.
  - Please download this template to disclose your potential conflicts of interest.
  - If you do not have any potential conflicts to disclose, please include a slide with the statement: “I have no conflict of interest to disclose.”
- Keep illustrative material simple. Simple use of colour is effective for adding emphasis.
- Simple “Introduction” and “Conclusion” sections are usually helpful. When feasible, use graphs for demonstrating qualitative relationships, use tables for precise numerical values.
- Do not mail posters in advance, they may not arrive in time or at the right place; bring them with you.

AT THE CONFERENCE

1) Registration: When you arrive, please go to the main registration desk to pick up your registration package.

2) Poster setup: Please setup your printed poster between 7:00 and 7:30 in the morning before your poster session starts. Velcro and push pins will be provided. Your poster board is marked with your poster number. It consists of MP. followed by the last two digits of your program number: e.g MP.10. Your program number (e.g. MP-1.10) is indicated in the online program at https://2019.cua.events/mobis/programme (Onsite the WebApp can be used for the same purpose). Click on the Poster Session to see all posters with their program numbers.

3) There will be a 20-30 min viewing period for all posters starting at 7:30. During that time, please stay available at your poster for questions. Then the moderated posters will present until the end of the session at 9:00.

4) Poster removal: Posters have to be taken down immediately after the end of the session. The CUA 2019 Secretariat will not mail posters to authors after the meeting. Posters that weren’t removed will be discarded.

Should you have any questions not addressed in this document, please email leona@iseventsolutions.com.