

Guidelines for presenters of posters of distinction

Please read these guidelines carefully before starting the preparation of your poster.

Format and Content of your poster

- Please prepare your poster in **A0 format (841 mm x 1189 mm, upright format)**.
- The poster walls will be arranged in topic groups and ordered by poster numbers. The posters of distinction will be marked with a poster rosette. All materials needed to fix the posters will be provided on-site at the Poster Desk located in the Poster Area on the upper level / Exhibition Hall 1 at Palexpo.
- You have been informed about your **poster number** by e-mail.
- **Please print your poster on common materials**, as e.g. usual paper. In order to easily fix your poster on the wall, please **avoid the usage of laminated paper, synthetics, fabric or other heavy materials**. Otherwise you are risking that your poster will drop down during the Annual Meeting.
- The poster has to be prepared in English, the official language of the Annual Meeting.
- Your poster must contain a declaration of Conflict of Interest in the summary of the poster. Please be aware that it is not allowed to include any commercial logo.

Set-Up and Dismantling of your poster

Set-up: Wednesday, 09 May 2018 between 18.30 and 20.30h AND
Thursday, 10 May 2018, from 08:00h

Dismantling: Saturday, 12 May 2018, by 14:30h
Any posters not removed by this time will be disposed of by the meeting organisers.

Poster Walk Session

The **Poster Walk** will take place during the poster session on **Friday, 11 May 2018, 14:00 – 14:45h**. All presenters of a poster of distinction should stand by their posters during this session and will be visited by poster chairs that will be glad to involve all presenters and delegates in an interactive discussion about the posters.

If you have any further questions, please do not hesitate to contact us at espghan@eurokongress.de.