

A step-by-step guide for poster presenters

This document is a step-by-step guide that will help you in your role as a poster presenter at ESCAIDE 2026, during a Poster tour.

Step 1. Register for the conference

This year, poster presenters are required to **attend ESCAIDE in person**, as remote poster presentations are not available. **To ensure your participation in the conference, you must register by 14 September** using the specific registration code received by email. Registration is free of charge and opens on Thursday 25 June, 12:00 midday (Stockholm time).

Abstract presenters will receive an email from escaide.conference@ecdc.europa.eu with a link to the registration form and a **specific registration code** which they must use when registering for the conference. Please note that this code is unique and will only work for registering the email address of the presenter it is sent to.

Presentation format option for poster presenters:

- **In-person (on-site) only** - remote presentations are not available for poster sessions.

Important notes:

Ensure that all information provided during registration is accurate and complete. Closer to the conference dates, after registration, you will receive an email confirmation with login details for the online conference platform (hosted by *Swapcard*) on which you can update your profile. It is important to complete your profile since it will be visible to all attendees and linked to the conference programme.

If you are unable attend the conference in person, you may nominate a co-author to present your abstract in your place. Please contact us promptly through the [Registration Contact form](#), **by 14 September at the latest**, sending the abstract ID, name and email address of the replacement presenter. If none of the co-authors are able to attend the conference in person, the abstract will unfortunately be removed from the programme.

Step 2. Prepare and submit your poster

Poster tours at ESCAIDE use electronic posters, which should be submitted directly to the abstract management platform, where the abstract was submitted (hosted by *Ex Ordo*). Once you log on to the platform, you will have a prompt on your dashboard directing you to this workflow. All posters should be **submitted by 1 October**; no on-site submissions will be accepted. Posters not submitted by the deadline will be excluded from the conference programme and abstract book.

The e-poster must adhere to the specified format mentioned below, otherwise these will not be accepted for presentation. To prepare your poster, we recommend using our downloadable templates, which will shortly be available on the ESCAIDE website.

General Information on how to prepare your poster:

- Layout: 1-page PDF-file in portrait orientation (vertical orientation).
- Poster size:
 - Pixels: Recommended size (format W x H) is 2160 x 3840px
 - In cm: 72 width and 128 height
 - Format: 9:16

- DPI 300 pixels/inch
- File Size: Recommended file size is 3 MB or less.
- File Format: PDF (.pdf).
- Media: Images/photos, graphs and tables can be included in the e-poster.
- Multimedia: Videos can NOT be included in the e-poster.

Policy on notification of funding/potential Conflicts of Interest:

To support transparency, posters should include a specific section/footnote to indicate all sources of funding and potential Conflicts of Interest for the work presented at ESCAIDE.

Language requirement:

Please note that the conference is conducted in English, and all presentations must be delivered in English.

Step 3. Prepare your Poster tour presentation

Each Poster tour will follow a running order of the presentations as defined in the conference programme. Your intervention will be **up to 8 minutes**. This will be comprised of:

- 4 minutes to introduce yourself and the work you are presenting.
- 4 minutes of moderator-led discussion, based on questions prepared by the moderator and from the audience.

Presentation content:

Poster presentations at ESCAIDE are designed to showcase the latest research and inform participants about developments across various fields. They also provide opportunities to connect with interested individuals and organisations, potentially leading to future collaborations.

Given the limited time, please focus on the following:

- **Key messages:** Focus on 1 or 2 critical aspects of your research. Clearly and concisely explain these points, ensuring they are easily understandable.
- **Follow your abstract structure** covering the introduction, methodology, results, and conclusion.
- **Engagement:** Design your poster clearly to facilitate engagement. Start with a thought-provoking question to capture and hold the audience's interest throughout your session. Consider visibility issues like distance and obstructions and use zoom features on poster terminals as needed for better clarity.

Presentation structure:

You may want to consider the following structure for your Poster tour:

- **Introduction (1 min):** Open with your key message, what you want the audience to remember.
- **Key messages (2 mins):** Focus on the key points of your poster that you want to highlight, covering the methodology, results, and conclusion.
- **Wrap-up (1 min):** Repeat your key message and identify the next steps, what you hope to achieve in the future.
- **Q&A (4 mins):** You will answer questions from the moderator as well as from on-site audience members.

Step 4. Present your poster in a Poster tour

The Poster tour will not provide enough time to give a full account of your research. It is rather an opportunity to highlight the work and get ESCAIDE participants interested.

Each tour is organised by topic and will be led by a moderator. In the conference venue, each Poster tour session happens around a poster terminal, where all posters can be accessed using the search function or by browsing. All posters will be accessible on the online conference platform, and on the mobile app.

Before the session:

Poster presenters should go to the location of the Poster tours in the conference venue **at least 15 minutes before the start time**, where they should preview their posters on the terminal beforehand. There will also be a poster information desk located in the conference venue, where you can ask questions or receive guidance and assistance.

During the session:

The moderator invites each poster presenter to briefly present their work (4 mins). After the presentations, the floor will be open for Q&A, where the moderator and on-site audience will address questions to the presenters (4 mins).

After the session:

All posters accepted in the ESCAIDE 2026 programme will be displayed on the 'Posters' page on the conference online platform, hosted by *Swapcard*, and on the mobile app. Each poster will be displayed with the abstract text, linked presenter profile, list of authors and affiliations. Participants can freely browse the displayed posters and contact the author directly for any questions or comments they may have. As a poster presenter, you are encouraged to **connect to the platform throughout the conference and reply to the messages you receive**.

Step 5. Promote your presentation

ESCAIDE 2026 is promoted on the ESCAIDE and ECDC social media channels ([LinkedIn](#), [Bluesky](#), and [Instagram](#)). Please help us to spread the word by announcing your participation on your social media channels, using [#ESCAIDE2026](#).

Please note that journalists and other media professionals will be present at ESCAIDE and may approach abstract presenters with some questions on their presentations. In this case, we recommend being familiar with and following your institution's guidelines on handling questions from the press. For more information, please reach out to the ECDC press team at press@ecdc.europa.eu.

Summary of actions

- Register to attend the conference in-person with the code received (**from 25 June until 14 September**) or nominate another co-author to present in-person if you cannot attend.
- Prepare your presentation and upload your poster on the abstract management platform (hosted by *Ex Ordo*) **by 1 October**.
- Be present at your poster terminal in the conference venue **at least 15 minutes before** the start of your Poster tour session.

Contact and newsletter

For any questions you might have, do not hesitate to contact the ESCAIDE organisers at:

escaide.conference@ecdc.europa.eu.

You can also subscribe to our newsletter: <https://www.escaide.eu/en/newsletter>.