



## **GUIDELINES FOR POSTER SESSION PRESENTERS**

- All posters should be in electronic format and presented using the designated poster terminal. No other formats of posters will be accepted.
- All poster presentations are allocated 8 minutes each (3 minutes to go over the poster content and up to 5 minutes question time). It is of utmost importance that you do not exceed the 8 min you have to present your work; otherwise the moderator will interrupt your poster presentation.
- All poster presenters should if possible stay by the terminal after their presentation for more questions and answers from the participants.
- All posters should be submitted before the start of ESCAIDE, i.e. by 20 November 2019. On-site submission won't be possible. Please follow the poster format instructions (below). Further details on how to upload your poster will be communicated to all poster authors before the conference.

All poster presenters should arrive at their poster session terminal at least 10 minutes before the start of the session in order to meet the moderator and become familiar with the room's audio-visual aids and layout. Your poster will be electronically available in the room where your presentation takes place.

Please consult the programme to check the date and time of your presentation. The programme is available at <u>www.escaide.eu</u>. If you need to contact the ESCAIDE organisers, please send an email to <u>escaide.conference@ecdc.europa.eu</u>.

## **Preview your poster**

The terminals for viewing e-posters will be available throughout the venue. Via these you can access and view all posters using search or simply by browsing. The social areas will have mini-terminals, via which you can also access all e-posters using search or browse.

Please use any of these terminals to preview your e-poster ahead of your session. In the poster room you will find a poster information desk, where you can ask questions, receive guidance and assistance.

Your poster will be available during the duration of ESCAIDE. All posters will be deleted from our submission platform on 15 December 2019. Therefore we ask you to keep a copy for yourself.

## Policy on notification of funding/potential Conflicts of Interest

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

## Poster format & the e-poster system

All posters should be prepared in English. Please prepare a 1-page PDF-file in portrait orientation (vertical orientation). Please read the following technical requirements:

File format: PDF (single page)

Poster size:

- Pixels: Minimum recommended size (format W x H) is 1125 x 2000px and maximum is 2250 x 4000px.
- In cm: 19.05cm width and 33.87cm height
- Format: 9:16
- Minimum Font Size: 8pt
- DPI 300 pixels/inch
- File Size: Maximum file size without the video is 5MB, including the video is 40MB.
- File Format: PDF (.pdf)
- Media: Images/photos, graphs and tables can be included in the e-poster.
- Multimedia: Videos can be included in the e-poster.