ERS 2018 Paris International Congress
GUIDELINES FOR AUTHOR PRESENTING IN
POSTER DISCUSSION SESSION

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When and what will I present?

The schedule of your presentation will be available on the online programme. Use the search engine and look for your abstract by typing its title (full or part) or your surname (in the search by speakers). Once you find your abstract, click on it to access the date, room and timing of the session in which you will take part. As an author participating in a Poster Discussion session, you will have to prepare 2 minutes poster presentation on slides (new format) and one paper poster (max. 95 cm high x 195 cm wide - landscape format).

Guidelines for preparation of a poster for Poster Discussion sessions

Your abstract has been selected for a Poster Discussion session. You will therefore have to prepare your abstracts for 2 different session parts:

1st part (new format): Poster presentation on slides

The first part of the session is dedicated to a speed slides presentation on stage by each author. Please read carefully the instructions below:

➢ Time: please note that the presentation should last not more than 2 minutes. Please note that your presentation will be automatically closed after 2 minutes. A screen with a timer will be available at the lectern for you to see how much time you have left.
➢ Slides: there are no restrictions in terms of number of slides. However, we recommend a number of 2 to 5 slides. A template is available here.

By mid-August, you will receive an email with a link, login and password to upload your presentation slides.

2nd part: Paper poster presentation. Please read carefully the following guidelines on how to prepare your paper poster.

1. The maximum available area for displaying your poster, size 95 cm high x 195 cm wide - landscape format.
2. We suggest that you design your poster layout with the following sections:
   ➢ Title, authors, address (at upper edge, across the width of the whole poster)
   ➢ Aims
   ➢ Methods
   ➢ Results
   ➢ Conclusions

3. The title should be emphasised by the use of bold-face type or similar lettering. The text should be printed in the same kind of lettering, large enough to be read comfortably from a distance of 2-3 metres.

4. The text should be kept to a minimum and should be broken up by the inclusion of figures, drawings and/or photos. The use of colour makes the poster more effective and attractive.

5. Material for displaying your poster on the poster board will be supplied onsite by the organizers. Do not print your poster on a too heavy material.

6. Please be in the session room at the latest 10 minutes before its start, in order to display your poster. Panels will indicate where to display your poster.

## During Poster Discussion sessions

Poster Discussion Session at the ERS Congress will be a combination of short poster presentation on slides followed by an individual one-to-one discussion based on paper posters displayed in the room.

- Be in the session room 10 minutes before your session starts.
- The session opens with a short 5 minutes introduction by the Chairs of the session who will explain to the audience and abstract authors how the session will be running.
- 1st part: next 45 minutes of the session are dedicated to a speed slides presentation on stage by authors.
- 2nd part: next 65 minutes are dedicated to the Chairs and the delegates to go around the room, considering each poster.
- The session Chairs close the session with a 5 minutes conclusion covering a summary of the session and a “Take Home” message.

*NB: ERS cannot be held responsible for lost and damaged posters or material.*

## E-Poster creation

Creating and uploading your E-poster will increase the visibility of your work, as it will also be available during the five days of the Paris Congress and not only during the time of your presentation session. This is a great way to build up interest in your presentation and also provide good audience participation during your presentation.

*In mid-August you will have possibility to upload your e-poster via myERS account.*
Poster printing facilities

Our partners, Learner's Digest International Europe, will be offering an online printing service, called Call4Posters®. It is an easy way to have your poster printed and shipped for pick-up at the congress, or to your choice of address. This service will be available from early-August and Learner's Digest International Europe will contact all authors with detailed information. Printing and shipping will be at authors' own cost.

Visit the website to find out more.