

POSTER PRESENTATIONS GENERAL GUIDELINES

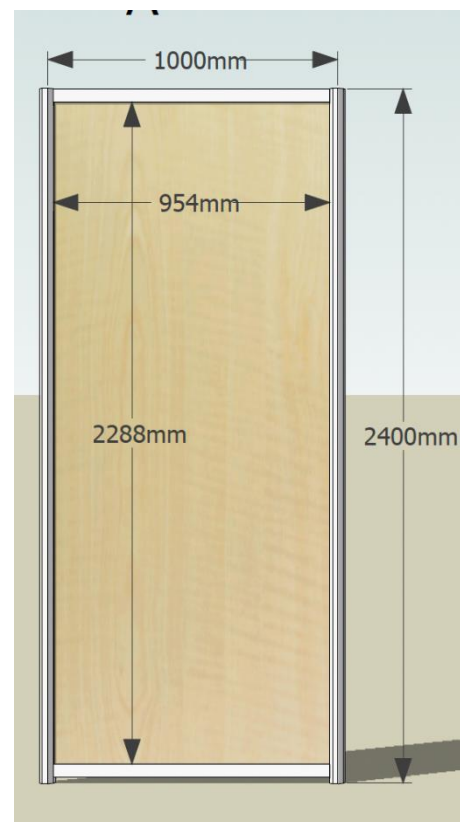
Thank you for promoting high-quality Oral Health Research in Europe

► POSTER SIZE

All poster walls will be used **VERTICALLY**. Dimensions of the poster panels are 954 mm x 2288 mm (W x H).

When creating your poster, please follow the **maximum** poster size of 85 x 120 cm (W x H).

Posters should be attached to the boards with stickers, which will be supplied by the organizers. It is not allowed to use your own tape.



► INSTRUCTIONS

The presentation must cover the same material as the abstract submitted.

Please follow the below instructions:

- Final presentation number of the abstract, title and author(s) must be included on the poster. You will receive a final presentation number by the end of July latest. (*Log-in to ScholarOne and read on the top right corner your email notification with the final presentation number*). The final presentation number will be used to locate your poster wall in the poster/exhibition hall by meeting delegates and will identify the poster in the program book and online program. **You must incorporate your final presentation number into your poster display (at the top right corner of your poster).** The final presentation number should be large enough for people to quickly identify your poster as they are walking down the aisles.
- Briefly describe procedures and materials. Define all trade names first then use generic names throughout. All compounds and drugs must be identified.
- You may display your figures, tables, text, photography, etc. in the best manner for your abstract. Figures should be designed to be viewed from a distance and should use clear, visible graphics and large type. Color can be effective if used sparingly; use saturated dark colors on a white background and rich, bright colors on dark backgrounds.
- Prepare all illustrations neatly and legibly beforehand in a size sufficient to be read at a distance of 2 m. Hand-lettering should be at least 1 cm high. Shade block letters if possible. Typed material should be prepared with large type.
- A series of typewritten sheets attached to the poster wall is not an acceptable poster.
- It is helpful if the sequence to be followed is indicated by a number, letter, or arrows. Check for spelling mistakes.
- Please do not write or paint on the poster board.
- Attach a small photograph of yourself to the poster so other participants can recognize you as the presenter.
- If you are both a symposium speaker and a poster presenter at this meeting do not repeat symposium material in your individual presentation.
- If applicable, presenters should mention the sponsors of their research in their presentation.

► GUIDELINES ON-SITE

- During poster set-up, look for your presentation number on the top of the poster wall. **DO NOT remove the number sign**, since others will need to use that information to find their poster location throughout the meeting.
- **Friends and colleagues cannot set up your poster for you.**

- **You are required to stay at your poster at your assigned presentation time (Presenter at Poster) only from 12:00 – 13:00.** Except for the ‘Presenter at Poster’ moment, you are not required to be at your poster during the entire poster viewing time. IADR keeps track of no-shows or presenters that are not at their poster for the duration of the session. Co-authors and/or mentors may be available to assist in answering questions; however, they may not present the paper.
- You must be knowledgeable in your subject and answer questions during your presentation (Presenter at Poster).
- Posters must remain up until the time specified.
- CED/NOF-IADR will not be responsible for posters and materials left on poster walls after the stated hours. Left over posters and materials will be discarded after the stated hours.
- You have to set-up and tear down your poster during the designated times. No exceptions will be allowed.
- Presenters may have copies of their presentation available as handouts. This is not mandatory, just an option for the presenter to increase the impact of the presentation.

► **POSTER PRESENTATIONS TIMING**

Hang-up Poster	Poster Viewing Time	Remove Poster
Thursday, September 21 08:00-08:30	Thursday, September 21 08:30-17:30 ‘Presenter at Poster’ from 12:00-13:00	Thursday, September 21 17:30-18:00
Friday, September 22 08:00-08:30	Friday, September 22 08:30-17:30 ‘Presenter at Poster’ from 12:00-13:00	Friday, September 22 17:30-18:00
Saturday, September 23 08:00-08:30	Saturday, September 23 08:30-12:30 ‘Presenter at Poster’ from 11:30 – 12:30	Saturday, September 23 12:30-13:00

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