



POSTER AUTHOR INFORMATION AND INSTRUCTIONS

All poster presenters are required to bring a printed poster to the Congress

POSTER SIZE AND LAYOUT

The poster board surface area measuring is **48" height (4' / 130cm) by 98" width (8.2' / 20.5 cm)**. This is a vertical poster board.

Attendees may take photos of posters if the poster author agrees. Authors who do not want their posters to be photographed will have to indicate as such on their posters, using an image. This image should be placed at the top right corner of the poster.



POSTER PRESENTATION GUIDELINES

- When preparing your poster, please check the poster size guidelines before printing (see above).
- You must register and wear an official 2019 World Congress of Podiatry meeting badge to gain admittance at any time to the poster areas. Unregistered guests are not permitted to attend the poster sessions.
- All poster boards will be pre-numbered. Please be certain to mount your poster on the correct board.
- Do not leave personal materials or belongings under poster boards or in the poster area. The 2019 World Congress of Podiatry is not responsible for any articles left in the poster area or elsewhere.

It is no longer possible to withdraw your abstract. **If you are unable to present on the day assigned**, please ask a co-author or colleague to present on your behalf.

DESIGNING EFFECTIVE POSTERS

Effective poster design requires careful thought and advance preparation. The following suggestions will help in preparing effective posters:

- Prepare a heading at the top of your poster indicating the abstract title, authors, and affiliations.
- Keep illustrative material simple. Charts, drawings and illustrations are usually similar to those used in making slides – preferably with bolder, heavier figures. Simple use of color is effective for adding emphasis. Mount illustration on fairly stiff paper – but **NOT** heavy cardboard.
- Simple "Introduction" and "Conclusion" sections are usually helpful. When feasible, use graphs for demonstrating qualitative relationships, use tables for precise numerical values. Photographs should be in a matte finish, not glossy.
- Minimize the amount of text.
- Poster material must be prepared in advance and text should be large enough to be read from a distance of 3.25' (1 meter) or more.
- Keep visuals simple and clear.
- Simple use of color can add emphasis.
- Do not write or paint directly on the poster boards.
- Poster shall be affixed to the display boards with blue tack. Mounting materials will be available onsite.
- Do not mail poster presentations in advance, they may not arrive in time; bring them with you to the Congress.
- Please note that there will be no audio-visual equipment in the poster area.

Participants will view posters during lunches, breaks and Poster Sessions.



POSTER MOUNTING, PRESENTATION, AND REMOVAL SCHEDULE

Authors must put up and take down their posters according to the schedule below.

The poster board will include the poster number as confirmed by email.

Presenters are encouraged to be at their posters for any program refreshment breaks.

Participants will view posters during poster sessions and breaks.

POSTER MOUNTING DATE & TIME

Wednesday, Nov 13

1:00 – 5:00 PM

POSTER ORAL NETWORKING SESSION

Thursday, Nov 14:

10:00 AM - 10:30 AM

1:30 PM – 2:00 PM

3:00 PM – 3:30 PM

Friday, Nov 15:

10:30 AM – 11:00 AM

3:00 PM – 3:30 PM

Saturday, Nov 16:

10:30 AM – 11:00 AM

POSTER DISMANTLING DATE & TIME

Saturday, Nov 16: any time after 11:00 AM

The presenter should be in attendance for the entire viewing time during the poster sessions noted above.

Any posters not taken down at the end of the Congress will be removed and discarded by the Congress staff. The 2019 World Congress of Podiatry cannot accept liability for lost or damaged posters.

Poster board face:

