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## GUIDELINES FOR POSTER PRESENTERS

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*Presenters should note the following guidelines for traditional posters:*

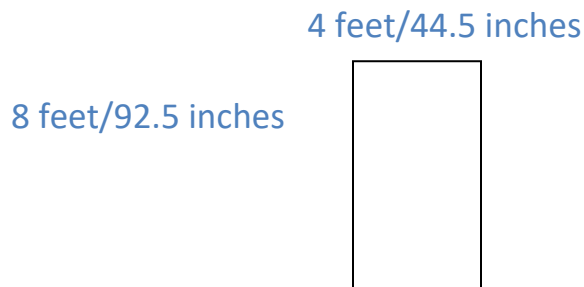
Please note that approximately one week before the meeting, a list of posters and corresponding placement numbers will be posted on the ASRS website. Onsite, a small sign with the number of the poster will be located at each display space, confirming the correct location.

- The maximum size allowed for each scientific poster is:

8 Feet (92.5 inches of usable space) **high**

by

4 Feet (44.5 inches of usable space) **wide**



Please note **vertical orientation**.  
Posters may be smaller but  
should not *exceed* the size  
limit of 4 feet x 8 feet.

Poster presenters are required to set up their posters in the Exhibit Hall **between 12:00 – 5:00 PM on Friday, October 8**. All posters should be **in place no later than 8:00 AM on Saturday, October 9**. Poster authors (or at least one co-author) are expected to attend the Q&A session and reception on Saturday evening from 5:35-6:35 PM. Other than the Q&A session, there is not a scheduled date/time for poster presentations. Posters must be removed by 2:00 PM on Tuesday, October 12. *All posters that have not been removed by will be discarded.*

- Poster authors are reminded to disclose any **Financial Interest** and **Human Research** on their poster.
- Poster authors are encouraged to include a small portrait of themselves on their poster. (Preferably top-right.)

- It is encouraged that the display materials be mounted on heavy weight paper or boards so as not to damage the materials when the posters are being dismantled at the end of the meeting. *Pushpins will be provided.*
- **RESIDENTS:** please note your status as a resident in the upper left-hand corner of the traditional poster that you will display on-site. We are striving to highlight residents during the meeting in order to enhance networking opportunities this year. **Please [download the resident label](#) from the ASRS website and include it on your poster.**

*In addition to your obligatory traditional poster, authors are required to provide an e-poster which will be available on the mobile meeting site.*

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*Presenters should note the following guidelines for electronic posters:*

1. E-poster presentations are Power Point presentations with a maximum of 6 slides. The e-poster can be built in either landscape or portrait orientation.
2. The first slide of the presentation should include the entire e-poster. Poster authors are reminded to disclose any **Financial Interest** and **Human Research** on their poster.
3. Subsequent slides should contain the following components:
  - 1 slide for materials/methods
  - 1-3 slide(s) for results
  - 1 slide for conclusions
4. E-posters must be received by **August 30**. Upload instructions will be forthcoming from our production company, Ovation.
5. A sampling of 2020 Top Posters are available as [examples](#).

**Lead authors (or at least one co-author) are expected to register and attend the Annual Meeting in-person.** NOTE: we will make an exception to this rule for international authors who cannot attend the meeting in person due to COVID hardships. Please notify [stacy.kiff@asrs.org](mailto:stacy.kiff@asrs.org).

#### **QUESTIONS?**

stacy.kiff@asrs.org or 312-477-8863