

20th Annual ENETS Conference for the Diagnosis and Treatment of Neuroendocrine Tumor Disease 22 – 24 March 2023

POSTER GUIDELINES

All accepted abstracts are eligible for poster presentation (hard copy and e-poster).

INSTRUCTIONS FOR THE PREPARATION OF A PRINTED POSTER

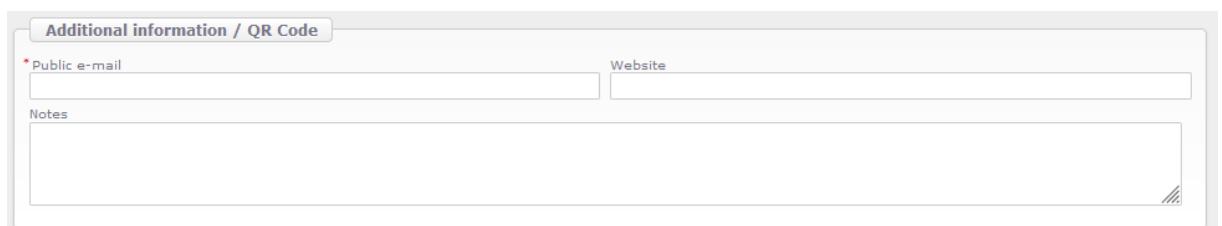
Abstract authors of approved/accepted abstracts may hang up their posters on-site in the poster area of the Austria Center Vienna, on Wednesday, 22 March 2023, from 08:00 CET onwards.

- Posters must be printed on paper, **size A1** (Posters printed on fabric or other materials will not be accepted!)
- **Please ensure that you use the official [ENETS poster template](#).** The ENETS poster template can be downloaded as a PDF or PPT file from our website.
- Posters must be designed and formatted **HORIZONTALLY (landscape) in size A1**
- The ENETS logo must be used in accordance with the [ENETS logo branding guidelines](#).
- You, or your co-authors, are responsible for affixing your poster to the panels provided in the conference centre. Each poster panel will be labelled with a number; you will be informed about the number of your poster panel prior to the conference.
- **Names of pharmaceutical companies MAY NOT BE SHOWN on posters/e-posters.** Please replace pharmaceutical company names with the term “industry-sponsored”.

Please remove and take your poster with you by the end of the conference. Posters that have not been removed by Friday, 24 March 2023, at 15:00 CET, will be disposed of. ENETS will not keep or forward posters to the presenters.

INSTRUCTIONS FOR THE PREPARATION OF E-POSTERS

- Every poster panel will have a **QR-Code** providing a link to a unique website by ENETS. As an author, you can add additional information, such as your contact details, website, etc.



The image shows a screenshot of a web form titled "Additional information / QR Code". It contains three input fields: "Public e-mail" (with a red asterisk indicating it is required), "Website", and "Notes". The "Notes" field is a larger text area. There is a small icon in the bottom right corner of the text area.

- **Please ensure that you use the official [ENETS poster template](#).** The ENETS poster template can be downloaded as a PDF or PPT file from our website.
- **Please upload your e-poster as a 1-page pdf file in landscape (horizontal) format by 1 March 2023.** You will receive a confirmation e-mail once your e-poster has been successfully uploaded.

- You may also **upload a short video** (max. 2 minutes) to explain your poster. You will receive one link for your e-poster and video upload with your abstract confirmation. **For poster videos, we will only accept mp4.**
- All e-posters and videos will be made available after the conference in the **poster gallery for conference participants.**
- **Names of pharmaceutical companies MAY NOT BE SHOWN on posters/e-posters.** Please replace pharmaceutical company names with the term “industry-sponsored”.
- **The ENETS logo must be used in accordance with the ENETS logo branding guidelines.**

TIPS FOR PREPARING YOUR POSTER

- Please provide the **title, authors, institution, and the institution’s location** at the top of the ENETS poster frame.
- Provide the **full title of your abstract** (at least 2 inches/5 cm high - it is usually the first, if not only, thing an attendee will read) as a headline.
- Validate and update **demographic details** prior to uploading.
- Any text should include the **structure elements used in your submission** (background, hypothesis, results, and conclusions). This information should be detailed and presented in an expanded form.
- Provide a clear **“take-home message”** that highlights the main findings of your poster; highlight this “take-home message” in a warm colour. It should also be positioned at eye-level.
- **Your poster should be able to be read at a distance.** Use colour wisely to provide contrast for each section of your poster. Try to avoid big tables (as they are generally hard to read from a distance) and present as much data in graphs as possible. Ensure the flow of your poster is logical.
- **Avoid colour combinations that are difficult to read.**
- The **conclusions** should be succinctly stated in large type or font. Many attendees read this first; hence it should be easy to understand.
- Remember that hundreds of posters and presentations will be made available to the attendees.
- **Highlight the question raised and how you answered this.** It will help attract people passing by.