



## 17<sup>th</sup> Annual ENETS Conference

11 - 13 March 2020 | Barcelona | Spain

### PRINT POSTER AND E-POSTER GUIDELINES

All accepted abstracts are eligible for poster presentation (**hard copy and e-poster**). If an oral presentation is accepted, authors will **not** be eligible for poster prizes.

Approved abstract authors can hand in their printed posters at the **ENETS poster booth** (in the middle of the exhibition hall, ground floor of the CCIB) from Tuesday, 10 March 2020 (08:00 – 18:00), Wednesday, 11 March 2020 (08:00 - 18:00) and Thursday, 12 March 2020 (08:00-10:00).

#### INSTRUCTIONS FOR THE PREPARATION OF PRINTED POSTERS AND E-POSTERS

- Each poster panel will be labelled with a number - you will be informed about the number of your poster panel prior to the conference. At least one author must be present during the poster sessions to explain your work and answer questions. A major advantage of this type of presentation is the exchange fostered between investigators.
- 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, websites, PDF downloads etc.
- **Please ensure that you use the official ENETS poster frame for your poster and e-poster. The ENETS poster template can be downloaded as a PDF or PPT file from our website.**
- Please bring your printed poster to the conference. It is **NOT** possible to print posters on-site!
- All posters will also be shown as e-posters on terminals in the main hall at the ENETS Poster Booth. **Please upload your e-poster as a 1-page pdf file in portrait (vertical) orientation by 9 March 2020.** You will receive a confirmation e-mail once your e-poster has been successfully uploaded.
- All e-posters will be made available after the conference in the poster carousel on [www.enets.org](http://www.enets.org).
- The **names of pharmaceutical companies MAY NOT BE SHOWN** on posters/e-posters. Please replace pharmaceutical company names with the term “**industry-sponsored**”.
- Posters must be on **A0 size paper (NO fabric!)** (ca. 841 x 1,189 mm) and designed and presented **VERTICALLY**. **Any posters in a horizontal format will be disqualified and removed.**
- Upload your e-poster file as a **1-page pdf file in portrait (vertical) orientation**.
- The ENETS logo must be used in accordance with the **ENETS logo branding guidelines**.
- Please remove and take your poster with you by the end of the conference. Posters that have not been removed by **16:30 on Friday, 13 March 2020**, will be disposed of. ENETS will not keep or forward forgotten posters to the presenters.

## 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.