POSTER PRESENTER INSTRUCTIONS
(Location: Exhibit Hall – Esmeralda 5)

SCHEDULE
Please note that the poster sessions be on Thursday, 10/27 and Friday, 10/28 with approximately half of the posters displayed each day. Your poster must be displayed on your assigned day only.

Please see the Poster Schedule on the conference website for your assigned presentation day.

SET UP / PRESENTATION / BREAKDOWN
Set-up will be 6:45am-7:00am located in the Exhibit Hall - Esmerelda 5 on your scheduled day. If possible, please have it posted by 7:00am so that attendees may enjoy reviewing them during breakfast. Posters will need to remain up until 5:00pm. Please plan to be near your poster from 3:00pm-3:45pm during the afternoon break on your scheduled day. Plan to remove your poster by 5:30pm on that day or it may be discarded.

LOCATION NUMBER
Your poster has been preassigned a number and organizational grouping, which are based according to topic. It is important to display all posters in the correct order. You will need to find the number displayed on the poster board, which coincides with your poster.

POSTER LIMITATIONS
Posterboard dimensions for image area are no larger than 1.1 meters (3'8") H x 1.7 meters (5'6") W*. Poster materials may not extend beyond the image area. Posters that take more space than what is described in this document will not be allowed to hang their posters at the meeting. The poster design should follow the guidelines in this video. The QR code is optional, and an additional paper is not needed or required. If you intend to include a QR code, the QR code should link only to the abstract.

DIGITAL POSTER REQUIRED
A digital format is required for submission for all posters. Please email a digital version of your poster to office@acvo.org no later than Monday, September 19th. (Smaller digital files are best).

All posters will be available on the conference app for attendees to view; Thursday, October 27th through Sunday, October 30th. We are confirming a tool where attendees can send direct questions and/or comments through the conference app. More details coming soon.