



EHPS DHP 2016 Conference: Instructions for poster presenters

Before the conference

- You will receive an email from the local organising committee with information about where to collect your conference registration pack and other practical issues.
- Make a note of the room and the time of your poster session. On www.aecc.co.uk/interactive-map/#1 you can see the venue layout and make a virtual tour of the room in which you're presenting.
- Print out your poster and bring it with you as the conference venue does not have printing facilities.
- All poster sessions are interactive, so you need to prepare a brief and informal presentation. You will be expected to present your research in 3-4 minutes and answer questions on the content of your poster for a further 3-4 minutes
- We recommend that you prepare a handout with your details and your poster presentation (if possible in an expanded form) to bring with you and give to interested delegates.

Format of your poster

- The poster boards are 1524 mm high and 1005 mm wide in portrait orientation.
- We recommend a size of 1200 mm high and 850 mm wide (DIN A0 size).
- The font size of the title should be at least 80 points, bold face.
- The font size of the section headers should be at least 32 points, bold face.
- The font size of the body of the poster (abstract, introduction, objectives, methods, results and conclusions) should be between 18 and 26 points.

Content of your poster

- Focus your poster and your brief presentation on the following elements of your study: (1) Background - why?; (2) Methods - how?; (3) Results - what?; and (4) Conclusions - so what?
- We recommend that you prepare the text of your poster as short sentences and paragraphs or even as bullet points, and break up the text as much as possible with visual aids such as graphs, diagrams, tables, charts, or figures as appropriate. This should make your poster more attractive and easier to read.
- Make sure that your title, author(s) and affiliated institution(s) are clearly visible at the top of your poster. It is common practice to include your institution logo on the left corner of your poster.
- Your poster will receive a number in the scientific programme, but you don't need to print this number on your poster.

At the conference

On the day of your poster session

- Please put up your poster at the start of the day. Poster boards have poster numbers, which correspond with the poster numbers in the scientific programme.
- Your poster session has a designated chair, who will ask all presenters in turn to give their presentation (3-4 minutes) and respond to questions from the audience (3-4 minutes). After all presentations have concluded, your chair will lead a short discussion among presenters and audience.
- Your audience will include other presenters in your session and other interested delegates.
- Please stay with your poster during the whole poster session to answer any questions from delegates who were unable to attend your presentation.
- Take your poster down at the end of the poster session. We will remove and recycle any posters left after the end of the poster session.

**Please visit the website regularly for updates: www.ehps2016.org
Enjoy the conference!**