



ISHLT 2020 POSTER INSTRUCTIONS

POSTER PREPARATION

Poster presentations provide an opportunity for interchange of ideas between the presenter and audience. The poster should be outlined so the research can be understood without an oral explanation as a poster will also be viewed when the author is not present.

DISCLOSURE:

Posters must briefly acknowledge any financial relationship the presenting author has had in the last 12 months with a commercial entity that manufactures, develops, distributes, markets, sells, or provides a product or services that is related to the subject matter of the abstract. The disclosure should consist of the author's name followed by the name of the company involved and the type of relationship involved. **This disclosure notice is commonly positioned in a box in the lower right of the poster.**

DESIGN:

- The poster board size is **4 feet wide by 8 feet high and will be oriented vertically**. One poster will be mounted per board. The poster can be any size, but we recommend a **maximum height of 84 inches (7 feet)** to accommodate the poster number displayed at the top of the board. The surface is fabric covered fiberboard. Pushpins will be available onsite.
- **Header:** The poster should contain a top panel listing the title of the abstract and the names of the authors.
- **Organization:** The key is to achieve **clarity and simplicity**. Do not overload the poster. Use a coherent sequence (top to bottom or left to right) to guide the viewer through the poster. Use figures, tables, graphs and photographs when appropriate; keep text brief. All materials should be legible from a distance.
- **Typography:** Avoid using abbreviations, acronyms and jargon. Do not use industry logos or brand names. Font style should be consistent throughout.
- **Poster Printing Service:** we encourage you to use the Poster Printing Service provided by ISHLT which allows you to have your poster printed and shipped directly to the Palais des Congrès de Montréal for pickup prior to your poster session. This service is **optional** and a fee is required. Poster presenters will receive an email in mid-February with information on using this service.



EPOSTERS:

ISHLT is pleased to highlight ALL research presentations in our **virtual ePoster Hall** which will be open to ISHLT members and meeting delegates on the first day of the meeting and for one year following the meeting. This **free service** provided by ISHLT gives you the opportunity to enhance the value of your presentation and extend the life of your research and its availability to all ISHLT members, including those who were unable to attend the meeting. Rich content can be shown via ePosters, including audio and video.

Participation in the ePosters program is **required for all poster presenters** and strongly encouraged for all oral and mini oral presenters. Presenting authors will receive an email in mid-February with instructions on how to upload your poster. If you use the **Poster Design Service** provided by ISHLT, the same poster file can be uploaded to ePosters.

POSTER DISPLAY, PRESENTATION, AND REMOVAL

POSTER SESSION 1: Wed, April 22

Mount Time: 8 am – 9:45 am

Display Time: 10 am – 7:15 pm

Presentation: 6 pm – 7:15 pm

POSTER SESSION 2: Thu, April 23

Mount Time: 7 am – 9:45 am

Display Time: 10 am – 7:15 pm

Presentation: 6 pm – 7:15 pm

POSTER SESSION 3: Fri, April 24

Mount Time: 7 am – 10 am

Display Time: 10 am – 7:15 pm

Presentation: 6 pm – 7:15 pm

MOUNT/DISPLAY:

- Each poster board is numbered sequentially in the Poster Hall (210c and 210g).
- Please refer to your detailed presentation invitation for your **Presentation Number** and **Poster Session Date**. The presentation number will be pre-mounted on the poster display board to identify which board to use to display your poster **on your scheduled poster session date only**.
- Locate your assigned poster board and hang your poster on the day of your assigned poster session during the **poster mount time indicated above**. Pushpins to hang your poster will be provided in the poster hall.
- Your poster will be displayed for meeting delegates to view throughout the day.

PRESENTATION:

- As poster presenter, you will stand beside your poster during the **poster presentation time indicated above** for your assigned session.
- Designated discussants will circulate through the poster hall during the one-hour session to engage all poster presenters in quality discussions of their abstracts.

REMOVAL:

Please remove your poster from the display board immediately after the poster session concludes. Any posters left on the poster board at the end of the session will be removed and discarded. **ISHLT will not be responsible for posters left at the end of the session.**

ADDITIONAL NOTES:

- Failure to display your poster presentation deprives the audience and leaves a space in the program that might have been filled by another presenter. Due to the competitive nature of the program, any unexplained absences may result in ISHLT refusing to consider your abstracts for future meetings.
- Your poster cannot be mounted or presented unless one or more authors are registered for the meeting.