# ePosters guidelines

## What is an ePoster?

An ePoster is an electronic version of the traditional poster boards, and is displayed on a TV monitor/screen. The ePoster may include text, figures and images, as well as video and animation.

ePoster presentations are similar to regular presentations but should have a limited number of slides (3 at the maximum).

All ePosters will be presented by the author during specific ePoster sessions. However, ePosters can also be viewed any time during the Meeting. Simply use one of the computers located in the ePoster area at a time convenient to you. You will be able to view all electronic posters as frequently, and as often as you wish by navigating through the menu.

## ePoster guidelines

If you have received notice that your abstract has been accepted for ePoster presentation, please submit it using the guidelines given on this page. The submission deadline is **16:00 on Monday 15$^{th}$ October 2018**. Please note that once the deadline has passed, we will no longer accept electronic posters.

- ePoster presentations can include up to 3 slides (landscape orientation).

- The first slide of the presentation should include the ePoster title, list of authors and list of affiliations. Do not forget to add slide numbers.

- Only PowerPoint format is acceptable. You are welcome to add images and tables to improve documentation of your ePoster. It is possible for videos to be embedded in the presentation file.

- The plasma screens will be **47**" LCD HD landscape

- Optimise your poster for online viewing: Remove background colouring and be careful about high resolution images, as these take up a lot of space. Remember that ePoster files are limited to 12 MB.

- **Do not have a static ePoster!** ePosters are intended to provide a display of information that is not possible with a traditional printed poster. Embedding multimedia content, along with static elements, such as titles, logos, and summaries, would be a good way to convey information. Examples of dynamic visual elements include videos, slide shows, animated charts or graphs, scrolling text, or 3D rotation of a model.

## ePoster requirements

- **PowerPoint format** only (videos to be embedded)

- Maximum of **three slides** AND total duration of **5 minutes**

- Resolution is 1920 x 1080. 16:9 widescreen display

- Each slide can have several items including video; items disappearing and being replaced by others etc. but keep within the maximum time allowed.

- Please ensure that text in your eposter will be readable on large screen from 1 metre.

- Maximum total size of file and embedded videos is **12 MB (contact us if you need a much larger file size)**

- Slides can be set on a timer or be advanced manually

- There will be **no sound and no internet** access provided

## ePosters submission

Please send **your e-poster (PowerPoint)** to **masts@st-andrews.ac.uk** using the following - https://www.wetransfer.com/. You should submit your ePosters before **16:00 on Monday 15ᵗʰ October 2018**.

**Creation of your ePoster can be with PowerPoint or any other software, but it must be submitted as PowerPoints**

These instructions are written for PowerPoint, but are applicable to any other software you may wish to use. Use PowerPoint and set the dimensions of your poster to: 104.04 cm (40.96") width x 58.53 cm (23.04") height, in landscape orientation.

## ePosters presentation guidelines

**Do not intend it as an oral presentation!** The intention of an ePoster does not include attracting visitors to stay for a long oral, video, or slideshow presentation. Display elements can either loop for a minute or less, or be activated and controlled by the poster presenter on command. Remember, you are to interact with those who are interested in your ePoster, not give a presentation to an audience.

All ePosters will be available from all screens at any point during the conference. However, as an ePoster author you are asked to stand next to your poster for a 15-minute period during an ePoster session, in order to answer queries from other delegates interested in your work. The timings for this will be issued. Some ePosters will not have their author present, but their ePosters will be accessible to all delegates during the conference.