



Information for poster presenters

Displaying your poster

Boards available from midday on Saturday 10 June

All posters to be in place by 18:00 on Saturday 10 June and to remain up until 14:00 on Tuesday 13 June

Any posters remaining on boards after 15:30 on Tuesday 13 June will be disposed of

Odd-numbered posters, P1, P3, P5 etc, to be manned between 12:00-13:00 on Sunday 11 June

Even-numbered posters, P2, P4, P6 etc, and Oral Posters, to be manned between 12:00-13:00 on Monday 12 June

Poster preparation

Each presenter will be allocated one numbered board. The maximum size allowed for your poster is:

90cm wide x 120cm high (**portrait** format)

This is the maximum size allowed for your poster

You must follow these directions – larger posters will not fit the boards!

The boards have a laminated surface. Double-sided adhesive for attaching your poster to the board will be available at the meeting.

Posters are usually more attractive when mounted onto a single background rather than being mounted on the board as several separate sheets.

The Organisers will provide the poster board numbers

You are invited to bring copies of your poster on A4 sheets to hand out to interested delegates.

Poster pitching

If you have been offered a poster pitching slot please read the following:

You will have 90 seconds to tell the audience why they should visit your poster. There will be no time for questions. You should present 2 slides. Both slides should have your poster number in the top left hand corner at a size equivalent to 60 in Arial Font. The first slide should have the title of your poster and the name and designation of the presenting author only. The second slide should contain the important message of your poster and could include an image and/or a graph. Please do not use animations nor fill the slide with too much information. See programme for timing of your session.

Disclosure

All presenters must include details of any potential conflicts of interest on their slides or posters - you must include details of any company support given, whether in conducting the research, analysing the data or preparing the presentation.

Poster print service

Our local agent, Studio 12, can arrange printing and delivery of your poster if required.

Posters may be collected from the registration desk in the entrance area during registration opening hours. It is the responsibility of the author to place the poster on the assigned board.

Please note that ICCBH is not responsible for the provision of this service and any queries should be sent to Studio 12 directly.

Please [contact Ralph Kerschbaumer](#) for further details.

Organising your poster

Title

The title of your submitted abstract

Authors

Who was involved, and their affiliations

Introduction

A statement about the aims and objectives of the study

Methods

A description of the methodology that you have adopted, including any assumptions

Results

Include examples of the main results of the study

Conclusions

List the main findings and your thoughts about how the work could be progressed further

Consider adding a QR code enabling delegates to download your poster or contact you after the meeting. If you're not sure what this is [see here](#) for some ideas, or try Googling. It's a way of enabling delegates to contact you easily or to view additional information - you could even include a video of yourself describing your study!

Formatting your poster

Keep fonts simple and use one or two different fonts only

Font size – your poster should be easily legible at a distance of 1.5 metres. We recommend the following minimum font sizes:

Title 84 pt

Authors/addresses 42 pt

Section Headings 30 pt

Text 24 pt

- Keep use of colour to a minimum
- Maintain a consistent style
- Keep text to a minimum
- Neutral colours work better as a back ground than bright colours
- Make use of graphics where possible
- Only include what is absolutely necessary
- Do not overload tables and figures with information
- Be selective when showing results
- Check spelling
- Above all, keep it simple

If you have any queries about these arrangements please contact the conference organiser:
[Janet Crompton](#)