



## Information for Poster Presenters

See also [Information for Speakers](#)

### Displaying your poster

- Boards available from 16:00 on Saturday 23 May.
- All posters to be in place by 10:00 on Sunday 24 May and to remain up until 10:30 on Wednesday 27 May.
- Posters to be removed by 12:00 on Wednesday 27 May.
- The fixing materials for your poster will be issued on the Posters Desk.

### Presenting your poster

- All posters will be displayed throughout the entire meeting.
- Manned poster sessions are:
  - 10:00-11:15 on Sunday 24 for **odd** numbered posters
  - 10:00-11:15 on Monday 26 May for **even** numbered posters
- Poster Prize nominees are also required to be present at their posters 10:00-11:15 on Tuesday 26 to meet the Poster Review Panel judges.

**Authors must attend their posters at the times specified in their acceptance letters.**

### Poster printing service

To save you printing and carrying your posters we recommend the Marathon Call4Posters Service. They will print your posters and deliver it to the Vienna Reed Messe Congress Center. No more carrying posters on public transport! In addition they can design and format the poster for you if required. You can access their website [www.call4posters.com/ects](http://www.call4posters.com/ects) at the end of March for further details and pricing information.

### Poster preparation

1. Each presenter will be allocated one numbered board, the total usable area of which is 140 cm high x 92 cm wide (portrait)

**THIS IS THE MAXIMUM SIZE ALLOWED FOR YOUR POSTER!**

2. Velcro for attaching your poster to the board will be available at the meeting.
3. Posters are usually more attractive when mounted onto a single background rather than being mounted on the board as several separate sheets.
4. The Organisers will provide the poster board numbers.
5. You are invited to bring copies of your poster on A4 sheets to hand out to interested delegates.

### Disclosure

If the research was supported by a pharmaceutical company you must indicate the company's role in analysing the data or preparing the poster.



## Organising your poster

We suggest the following format for the organisation of 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

## Formatting your poster

1. Keep fonts simple and use one or two different fonts only
2. 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**

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



## No Shows

Submission of an abstract constitutes a commitment by the author(s) to present the abstract as accepted. Expenses associated with the preparation, submission and presentation of an abstract are the responsibility of the presenter(s)/author(s). No shows will be logged by the organisers. An author failing to present accepted material at two or more meetings will be asked to register in order for their abstract to be considered for acceptance by the scientific committee. If no registration is received their abstract(s) will be withdrawn prior to publication.

## Meeting administration

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See also [Information for Speakers](#)