



POSTER INSTRUCTIONS

All accepted posters will be available in the poster area.

- The paper posters will be on display in two shifts, one on Friday and one on Saturday, with a Poster Walk during lunch on each day.
- All accepted posters can be viewed each day from 10:00 to 19:00.

The Poster Session gives maximum exposure to the scientific work and allows interaction between poster authors and interested participants. Poster authors are obliged to be present at their poster during the entire Poster Walk.

Cancellation of Poster Presentation

To prevent empty poster boards, please inform us by e-mail before **Monday, August 19** if you are unable to present your poster at the meeting (via: highlightsofpasteha@ehaweb.org).

For questions regarding the allocation of your abstract, the setup of the Poster Walk, please contact highlightsofpasteha@ehaweb.org.

INSTRUCTIONS

The Poster Walks are scheduled on Friday, August 23 (13:00 - 14:00) and on Saturday, August 24 (13:00 - 14:00) in the Sapphire. Poster authors are obliged to be present at their poster 5 min before the poster session starts.

Important: All poster authors need to bring a hardcopy poster to the meeting. **There is no onsite print service.**

BEFORE THE MEETING:

1. Prepare your poster

- ✦ Maximum dimension of the poster (usable space): 90 cm (Width) and 120 cm (Height).
- ✦ The poster should be printed in a vertical/portrait format within the permissible size.
- ✦ The poster should be readable from a distance of 1 - 2 meters. This means that all lettering should be at least 6mm high.
- ✦ Graphs and diagrams should be drawn with a minimum line width of 1 mm.
- ✦ Do not use industry logos on your poster.

Important: Send a soft copy of the poster in ppt/pptx format, made in a single slide to hopekolkata2019@gmail.com, latest by **Tuesday, August 20 (23:59)** for e-poster display. **Both printed poster and e-poster are mandatory.**

2. Print your poster

- ✦ Please print your poster yourself and bring the printed version to the meeting. There is no onsite print service available.



3. Register for the meeting

Please remember to register for the Highlights of Past EHA (HOPE) Asia 2019 in order to be allowed to present your poster. To register, go to the [registration page](#) or contact hopekolkata2019@gmail.com.

AT THE MEETING:

General information

- ✦ Posters will be presented in the Poster Area, which is located in the Sapphire, next to the exhibition & catering area (Regency Ballroom Lawn & Pavilion).
- ✦ One poster board will be allocated for each poster.
- ✦ A printed number identifying each poster board will be provided.
- ✦ Material and color of poster board: Octonorm white sheets with off white color aluminum side panels.

Poster mounting

- ✦ Posters should be mounted:
 - During the indicated set-up time (see below).
 - Using double sided tape (provided onsite).
 - Assistance and material will be available from set-up time in the Poster Area, and at the Speaker desk (Regency Ballroom Pre-function area).

Poster viewing and presentation

- ✦ The paper posters will be on display in two shifts, one on Friday and one on Saturday.
- ✦ Poster authors are obliged to be present at their poster during the entire Poster Walk.

Removing your poster material

Materials should be removed before the indicated times for dismantling. If posters are not removed within the time for dismantling (see below), your poster will be removed and disposed of.

Poster shift schedule

	Poster Walk Day 1 Friday, August 23	Poster Walk Day 2 Saturday, August 24
Set-up	08:00 - 10:00	08:00 - 10:00
Viewing	10:00 - 19:00	10:00 - 19:00
Poster Walk	13:00 - 14:00	13:00 - 14:00
Dismantling	19:00 - 20:00	19:00 - 20:00