REGISTRATION

• All poster presenters do receive access to the poster section in the Exhibit Hall and evening social events. **Pre-registration is required** for exhibit hall access. Instructions have already been communicated to all poster presenters.
• Full ACVIM Forum Registration is **NOT** included. You will not receive continuing education unless you purchase a **Full Conference Registration**.

GENERAL INFORMATION

• Final schedule link posted online at [ACVIM Forum Call for Speakers](#) and [ACVIM Forum Program](#).
• Abstracts scheduled for poster presentation will be listed in the ACVIM Forum Final Program.
• Posters are displayed in poster section in the exhibit hall on Thursday, June 8 and Friday, June 9.
• There will be awards for best resident research presentations by eligible ACVIM Candidates. Winners will be announced and contacted by 4:00 pm, Saturday, June 10 through email.

SCHEDULE

**Wednesday, June 7**
12:00 pm – 5:00 pm  Posters set up by presenters.

**Thursday, June 8**
9:30 am – 4:30 pm  Exhibit hall open - Posters on display.
9:50 am – 10:30 am  Exhibit hall break - Posters attended by presenter and co-authors *(if possible)*.
4:00 pm – 4:25 pm  Exhibit hall break - Posters attended by presenter and co-authors *(if possible)*.
5:45 pm – 7:30 pm  Wine & Cheese Reception in exhibit hall - Posters attended by **ALL** authors.

**Friday, June 9**
9:30 am – 4:30 pm  Exhibit hall open - Posters on display.
9:50 am – 10:30 am  Exhibit hall break - Posters attended by presenter and co-authors *(if possible)*.
4:00 pm – 4:25 pm  Exhibit hall break - Posters attended by presenter and co-authors *(if possible)*.
4:30 pm – 5:30 pm  **Posters taken down by presenters**.

REQUIREMENTS

• Presenters should attend their posters according to the schedule above to discuss their work.
• Posters not picked up at end of take down on Friday, June 9 will be **discarded**.

POSTER SET UP

• The poster surface area is neutral colored fabric approximately 4 feet high and 8 feet wide.
• Abstract number signs *(for sequencing)* will be affixed on the stands to assist in locating where to hang the poster.
• All presenters **MUST** leave room on the board for the 17” x 6” sequence number sign, that will be affixed in upper left corner. Otherwise you may cover as much of the space as you wish.
• Presenters **ARE REQUIRED** to bring their own mounting devices as they will not be provided. Posters can be mounted with thumb tacks, push pins, t-pins and hook backed Velcro
• If your poster is heavy or on stiff plastic, please make sure you have the appropriate mounting hardware, otherwise the poster will fall off. ACVIM is not responsible for re-mounting any posters that fall.

CREATING YOUR POSTER

• Make sure to prepare a label for the top of the poster indicating the title, the authors, and the institutional affiliation. Lettering for the title should be at least one inch high.
• Your poster presentation **MUST** include a Conflict of Interest Disclosure Statement. Disclosure information, including a PowerPoint template to use for your poster, can be found online in the [ACVIM Forum Speaker Resource Center](#).
- A printed copy of your Disclosure must be included in your poster presentation. If you have nothing to disclose, please state this.
- You may also use the Disclosure for acknowledgments, or prior presentation, if needed.
- Illustrations should be large enough so that they can clearly be read from a distance of three feet or more.
- Charts, drawings, and tables should be similar to those you would use for slides, but they should be more heavily drawn and should be at least 11 inches by 14 inches.
- A brief but clearly worded “Introduction” as well as “Summary and Conclusions” are key features for understanding the data presented.
- Text and legends for figures should be short, but do not omit them. Make sure to use large, clear, easy-to-read print for text and legends.
- The use of color on posters adds emphasis and draws interest to the presentation; however, limited use of green and red is encouraged.

**SAMPLE Poster Layout**

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**Questions?**
Contact Ivy Leventhal (ivy@ACVIM.org or (303) 231-9933, ext. 108).