Minneapolis, Minnesota June 6-8 | Specialty Symposium June 5 | + Virtual Access
On Demand June-October | Limited Livestream June 6-8 | Live Virtual Day June 18

# 2024 Research Abstract Poster Guidelines

Preparation of an ePoster is REQUIRED for all Poster Presenters and all ePosters must be uploaded into the Poster Presenter Portal. Information on both modalities is included below.

#### REGISTRATION

- ACVIM provides a 50% discount for Research Abstract presenters on the full ACVIM Forum registration.
- The ACVIM will provide the access codes for the full Forum registration.
- You are responsible for registering at the ACVIM Forum Registration Website.
  - o If you have already registered, please reach out to us so we can process a refund for the discount

#### **GENERAL INFORMATION**

- Abstracts and final poster Q&A sessions will be listed in the <u>ACVIM Forum Online Schedule</u>.
- All poster presenters have dedicated time scheduled where they are expected to be available for Q&A during scheduled timeframes.
- All award eligible research abstracts are indicated with an icon (
- There will be awards for best resident research abstracts for eligible ACVIM Candidates for both oral and poster abstracts. Winners will be announced and recognized onstage Friday, June 7, at the ACVIM Awards Luncheon. Winners will be contacted through email morning of Friday, June 7 and are encouraged to attend.
- There will be no virtual presentation or virtual Q&A for any Research Abstract poster presenter.

#### **ePOSTER INFORMATION**

- ePosters are provided digitally for conference attendees to access through a virtual gallery, extending the life cycle of the Poster and available on the secure conference website through the duration of the ACVIM Forum virtual access ending October 31, 2024.
- ePosters provide viewers high-quality resolution of images and text. Like traditional posters, ePosters provide a concise snapshot of your work. But instead of a physical poster pinned to a board, ePosters are a single slide presentation which is viewed on a device.
- ePoster presenters are required to be present during their assigned times for Q&A opportunities.

## **ePOSTER PREPARATION**

- ePosters are electronic posters replicating the display of a physical poster.
- Do NOT include animations, video or audio. Limit use of green and red font.
- Disclosure Statements <u>MUST</u> be included and noted for all listed on the poster, even if you have nothing to disclose. Information on disclosures can be found in the notes section on the poster template.
- Highlight the key takeaway as a core component of your poster to highlight the outcome of the research and foster discussion opportunity.
- Text and legends for figures should be short and support the key takeaway, do <u>not</u> omit them. Make sure to use <u>large</u>, clear, easy-to-read print for text and legends.
- QR code can link to full abstract, instruction on creating a QR code will be included in the notes section of the poster template and the link to the abstract to tie to the QR code will be emailed directly to primary presenter.
- MS PowerPoint<sup>™</sup> Templates and additional information to help you prepare your poster presentation are available through the <u>Speaker Resource Center</u>. Please select the template that aligns with your specialty. Your ePoster will be created on *ONE* single slide and we highly encourage use of the *NEW* #betterposter Poster Templates for <u>all</u> poster presenters.

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#### **UPLOAD**

You will submit your ePoster electronically as a PDF into the Upload Center through your Poster Presenter Portal.

- Deadline: Saturday, June 1.
- All submitted ePosters will be automatically transferred to our online gallery for presentation. Users must be registered attendees and logged in to access the ePoster Gallery.

#### SAMPLE #BETTERPOSTER LAYOUT



For more information about the #betterposter layout, visit the Speaker Resource Center.

#### PHYSICAL POSTER INFORMATION

- Physical posters should be a printed facsimile of prepared ePoster and presenters are required to provide the physical version of the poster for display.
- No minimum physical poster size is required for display. Display surface area is neutral colored fabric
  approximately 4 feet high and 8 feet wide. You can cover as much of the space as you wish.
- Physical poster presenters were assigned to a physical poster based on their selection during the Call for Research Abstracts identifying the physical poster as their preferred poster delivery method and posters must be displayed during <u>all</u> Exhibit Hall hours Thursday, June 6-Friday, June 7.
- Physical poster presenters are required to be present during their assigned times for Q&A opportunities.

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# 2024 Research Abstract Poster Guidelines

## PHYSICAL POSTER SET UP AND SCHEDULE

Wednesday, June 5

12:00 pm-5:00 pm

**Physical posters set up by presenters.** Attach to an available stand with your presentation sequence number sign. Set up information noted below:

- Pick up your presentation sequence number sign at the Poster Park help desk and affix to the upper left side of the poster stand surface to help attendees find your poster.
- Presenters ARE REQUIRED to bring their own mounting devices as they may not be provided. It is
  recommended physical posters are mounted with t-pins and hook backed Velcro, push pins and thumb
  tacks do not typically hold for the duration of the event.
- If your physical poster is heavy or on stiff plastic, please make sure you have the appropriate, more
  robust mounting hardware, otherwise the physical poster will fall off. ACVIM is not responsible for remounting any physical posters that fall.

Thursday, June 6

9:30 am–7:00 pm Exhibit Hall open - Posters on display.

5:45 pm-7:00 pm ACVIM Wine & Cheese Reception and Physical Poster Q&A in the Poster Park located

in the Exhibit Hall.

• ALL physical poster presenters MUST attend their poster for full length of the reception.

Friday, June 7

9:30 am–4:30 pm Exhibit Hall open - Posters on display.

12:00 pm-1:30 pm Award winning resident research abstracts will be announced during the ACVIM Awards

Luncheon. Winners will be contacted through email on the morning of Friday, June 7 and

are encouraged to attend.

4:15 pm—4:45 pm **Physical posters taken down by presenters.** 

At 4:45 pm all remaining physical posters discarded.

### ONSITE

- All poster presenters are eligible to access the Speaker Headquarters.
- ePosters are managed through our conference software and available to access at each presentation kiosk through the mobile app. No individual computers or presentation devices are needed for ePoster presentations.
- Speaker Headquarters Hours:
  - o Tuesday, June 4: 2:00-7:00 pm
  - O Wednesday, June 5-Friday, June 7: 7:00 am-7:00 pm

Thank you for your participation in the highly anticipated research portion of the ACVIM Forum. We appreciate your contribution in advancing veterinary medicine.

#### Questions?

Contact: Gloria Zelinsky (Gloria@ACVIM.org)

ACVIM Forum Support Staff (Supporting Research Abstracts/Reports)