IAEA International Conference on Advances in Radiation Oncology, ICARO2

Vienna, Austria, 20–23 June 2017

IAEA GUIDELINES FOR AUTHORS ON PREPARATION AND PRESENTATION OF E-POSTERS



These guidelines are relevant to authors whose officially submitted synopsis has been accepted by the Programme Committee for Poster Presentation.

The International Conference on Advances in Radiation Oncology, ICARO2, will feature e-poster presentations.

Presenters will be able to present their e-posters on an individual screen display connected to PC stations during coffee breaks. Each presenter will be assigned a **4 minutes** time slot in a Poster session.

Assigned poster sessions will be visible from your INDICO website, despite exact timings of each presentation in your assigned session will be provided later on through the <u>conference website</u>.

Five presentation stations will be installed just outside the conference room on the first floor of the M Building.

E-Posters will also be uploaded to the conference app.

E-posters will be available for individual viewing during the whole conference.

E-Poster Presentation

- Please use MS PowerPoint for the preparation of the e-posters
- E-poster should be consisted of 5 slides:
 - 1. Abstract ID, Conference track, Title, Author(s) name(s) and Affiliation(s)
 - 2. Introduction
 - 3. Results I (please use not more than two figures for each slide)
 - 4. Results II (please use not more than two figures for each slide)
 - 5. Discussion/Conclusions
- E-poster template and example e-poster presentation will be available at the conference website for download
- E-posters should be in English and be self-explanatory
- Text on e-posters should be readable at a distance of 3-4 meters. Use UPPER and lower case for general content, as all-capital text is difficult to read
- Avoid using mixtures of type/font styles
- Upload your e-poster presentations to INDICO before <u>21 May 2017</u> (further instructions on how to upload them will be provided through the <u>conference website</u>)
- **Bring your presentation on a USB stick** to the designated e-poster station 15 minutes prior to the start of the coffee break, during which your poster will be presented.

Other Useful Information

- The ratio of the screen display for e-posters is 16:9
- Use high resolution images, do not stretch them
- Please note, that e-poster presentation stations will not have audio support and internet connection