

# VASBI 2018 Poster Instructions

Date	27th & 28th September 2018
Venue	Portsmouth Marriott Hotel, PO6 4SH
Directions	CLICK FOR DIRECTIONS

### **Poster Presentation Instructions**

- Poster presentations will last for a total of 2 minutes, followed by a 1-minute question and answer session.
- Your poster will be displayed on a poster board.
- Each board will have a unique number/title.
- You will be asked by the VASBI registration staff to place your poster on the board with your name and number on it.
- If you encounter any problems or are unsure of the process, the VASBI registration staff will assist you.
- Please submit a PDF copy of your poster to the VASBI conference office (vasbi.org@gmail.com) prior to the Annual Meeting. This will be uploaded to the educational section on the VASBI website.

#### Set-up Information

- The Portsmouth Marriott will be open from 8.00am on the 27th September 2018.
- The Annual Meeting will then promptly start at 9.00am.
- Please allow yourself time to register at the registration desk and set-up your poster on the corresponding board before the meeting begins.
- Again, the VASBI registration staff will be there to assist you and direct you to where you need to be.

#### **Poster Specifications**

- Poster size: A0 (84cm x 119cm)
- Orientation: Portrait



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### **Our Requirements**

- We would be grateful if you could email us to confirm that you accept our offer to present at the Annual Meeting. Please include your full name or if you are not personally presenting, then please include the full name of the presenter.
- <u>All presenters must register to attend the Annual Meeting by completing a</u> <u>registration form or by registering online by CLICKING HERE</u>

## \*\*Prize(s) for the Best Poster(s) will be awarded at the CLOSE OF MEETING\*\*

## A certificate of presentation will be awarded to all presenters

If you have any queries, then please contact the conference office as soon as possible. Our contact details can be found in this documents footer.