

# Displaying & Presenting Your Poster

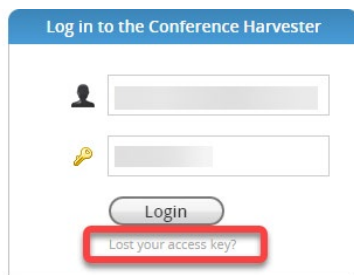
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All Posters must fit in the space of 42" x 42"

## Poster Upload – DEADLINE May 5, 2023

All poster presenters **must** upload an electronic copy of their poster(s) by **May 5, 2023**

- File Format: PDF ONLY
- Title the file with your poster #, abstract title, and last name, e.g. (500\_Abstract Title\_Lastname).
- Upload your Poster to the **Cadmium Speaker Management** site.
- Your poster number is listed in the speaker management site. If you have forgotten your KEY or cannot login, click the link below the login box “Lost your login key?”



Log in to the Conference Harvester

Login

Lost your access key?

## Poster Rounds Hours

- Wednesday, May 17 12:30pm – 1:30pm
- Thursday, May 18, 12:30pm – 1:30pm

Presenters must be at their posters(s) during their designated time to discuss the work presented. Poster Moderators will select the Best Posters in each category. Winners will receive a blue ribbon and will be required to be present at the **Best in Category Posters** session on Friday, May 19 at 10:00am – 12:00pm.

## Poster Set-up

- Poster Rounds 1: Tuesday, May 16, 12:00pm – 2:00pm
- Poster Rounds 2: Wednesday, May 17, 3:00pm – 5:00pm

Push pins will be provided on poster boards. Additional push pins are available at the poster desk. All posters MUST be set up by the dates and times identified above.

## Poster Dismantle

- Poster Rounds 1: Wednesday, May 17 2:00pm – 3:00pm
- Poster Rounds 2: Thursday, May 18 2:00pm – 3:00pm

**Posters MUST be removed by 3:00pm** on the dates and times identified above. Posters that are not removed by this time will be discarded. The American Burn Association (ABA) is not responsible for returning unclaimed posters.

If your poster won a blue ribbon during the poster rounds session, please *leave your poster on the poster board with the ribbon*. Posters will remain on display until after the Best in Category session. You will NOT use the *physical poster* in the Best in Category, we will use the uploaded PDF file in a PowerPoint presentation.

**\*\*Note:** Poster presenters are responsible for storing their poster tubes, handouts, etc. ABA is not responsible for any lost or stolen poster tubes, handouts, etc. Be sure to clearly label your poster tube. Any tubes left behind after 3:00pm May 19<sup>th</sup> will be discarded.

## Presenting Your Poster

You will have 2-5 minutes to speak about your poster to the poster round moderator. The moderator may ask questions about the data and methods of the study. At the end of the session the moderator will choose a Best in Category and present a ribbon. The ribbon stays on the poster until after the Best in Category session on Friday May 19<sup>th</sup>.

### Poster Design Tips:

- **Do not include** company names or products that are [ineligible](#). This includes companies whose primary business is producing, marketing, selling, re-selling, or distributing healthcare products used by or on patients.
- Make sure your fonts are legible
- Don't use too much text, graphs and charts that cannot be read from 3 feet away, or colors that are difficult to see.

- Any personal identifying content in a photo needs to be blacked out (e.g., eyes should have a black box obscuring them)

## Best in Category Posters

- Friday, May 19<sup>th</sup>, 10:00am – 12:00pm

Poster presenters who won a blue ribbon during the poster viewing hours are expected to attend the BEST IN CATEGORY POSTERS during the plenary. Judges will vote for the Best Poster and ribbons will be assigned to the first-place, second and third place winners.

### Session Preparation

- Friday, May 19<sup>th</sup>, 8:00am – 9:50am

The Best in Category Posters will be presented *electronically* in a session room, we will use the uploaded copy of your poster in a slide presentation. A hard copy version of the Best in Category Posters will continue to be displayed at the meeting. Speakers who were chosen for the Best in Category session need to visit the Speaker Ready Room (Location TBD) to ensure that their uploaded PDF(s) are on file by 5:00 pm, Thursday, May 18<sup>th</sup>.

### Poster Dismantle

- Friday, May 19<sup>th</sup> 12:00pm – 1:00pm

Posters MUST be removed by 1:00pm on the dates and times identified above. Posters that are not removed by this time will be discarded. The American Burn Association (ABA) is not responsible for returning unclaimed posters.

**\*\*Note:** Poster presenters are responsible for storing their poster tubes, handouts, etc. ABA is not responsible for any lost or stolen poster tubes, handouts, etc. Be sure to clearly label your poster tube. Any tubes left behind after 1:00pm May 19<sup>th</sup> will be discarded.