



## **Poster Presentation Guidelines**

Congratulations on being selected for an **poster presentation** at this year's CFSGBI Annual Scientific Meeting being held on Thursday 18 - Friday 19 April 2024 at the Midland Hotel, Manchester. Please take the time to look at the **poster presentation** guidance below.

Firstly, if you haven't already done so, don't forget to register for the event! If your colleague is presenting with you make sure they also register to attend the conference. You can register here:

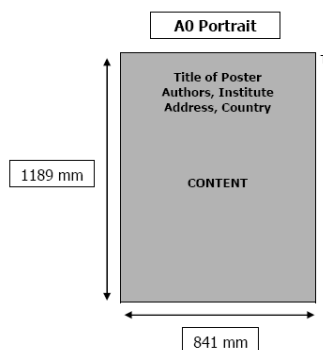
[www.delegate-reg.co.uk/cfsgbi2024/registration](http://www.delegate-reg.co.uk/cfsgbi2024/registration)

The Conference programme is available here: [www.delegate-reg.co.uk/cfsgbi2024/programme](http://www.delegate-reg.co.uk/cfsgbi2024/programme)

On your arrival at the Midland Hotel, please collect your delegate badge from the registration desk. Conference staff will be able to direct you to your poster board and assist with mounting your poster if required.

**N.B.** Installation time for all posters begins at the start of registration each day and must be in place by the start of the first presentation each morning and please ensure that your must be removed at the end of your presenting day.

**Quick tip:** Please ensure that you mount your poster by the correct poster board number. Poster headers will be provided for your board.



The poster boards are 2x1 meters. The ideal display size is an **A0 PORTRAIT** sized poster (84.1 cm (841 mm) x 118.9 cm (1189mm)). Please note that individual pieces of paper should be pre-mounted onto one large piece of paper or card.

Alternatively you can use A1 landscape or A1 portrait (to fit on an A0 landscape board). For reference, dimensions are: A1: 84.1cm x 59.4cm. So your poster looks as professional as possible any individual pieces of paper should be premounted onto one large piece of paper or card.

**Quick tip:** Please ensure that you include the title of your poster presentation at the top of your poster.

Posters can be viewed during all coffee and lunch breaks. Poster presenters are also requested to stand by their boards during designated display times (as detailed in the final programme) to answer any questions.

Don't forget to remove your poster at the end of the Conference. The Organising Committee will not be responsible for any posters that are not removed at the end of the Conference.

Posters will also be made available via the Conference App, please send a PDF of your poster to [cfsgbi@kc-jones.co.uk](mailto:cfsgbi@kc-jones.co.uk) by **Wednesday 10 April 2024**.

We look forward to welcoming you in April and hearing more about your research!

If you have any queries please contact us via the event enquiry line on 01332 224502.