



## 10 Things Poster Presenters Need to Know

1. Presenters must withdraw no later than two weeks before the meeting begins if they do not plan to attend.
2. You must pick up your registration badge before checking in at the Poster Check-in Desk.
3. Poster Check-in Desk hours are: 9:00 am – 5:00 pm, Tuesday, Wednesday and Thursday.
4. You can only check-in on the day of your presentation.
5. The Presenter must be an author listed on the poster. Otherwise, the poster cannot be presented.
6. The maximum size of your poster should be:  
Standard – 46 inches (width) x 46 inches (height)  
Metric – 118 cm (width) x 118 cm (height)
7. Only the Presenter will be allowed in the Poster Hall to post.
8. Poster authors are eligible for a Best Poster Winner Award. You must pick up your poster id card at the check-in desk between 9:00 am and 5:00 pm and hang your poster no later than 5:00 pm in order to be considered for the award.
9. You are not permitted in the Poster Hall during judging.
10. Presenting authors are responsible for removing their posters at the end of the poster session. If you do not take your poster with you at the end of your poster session, it will be discarded.