

# General Instructions

## Short Explanation On Abstract Sessions

Abstract sessions are interactive sessions that consist of poster and oral presentations. A poster presenter must put his poster on the assigned poster board in the ESPU Poster Area during the entire congress. During the session a poster-presenter will present his or her abstract in a 3-minutes oral presentation followed by 3 or 2 minutes of interactive discussion with the audience.

Please note that moderators will be very strict with the time of presentations (3 min for poster).

Since we consider time for discussion as essential, you will be asked to conclude when your time is out. Abstracts will be presented in groups of 4–7, and then the discussion takes place with the presenters at the podium.

## Equipment Supplied

- Pushpins are available; please leave the pushpins on the board.
- Computer with Power Point for computerized slide presentation, no more than 6 slides are allowed!
- Laser pointer.
- Cordless tie microphone.
- There will be no ordinary slide projectors just computerized slide presentation!

## Instructions for Your Poster

Please note the following information for the preparation of your poster:

- Please prepare your poster to fit the dimensions below, it is recommended that poster be prepared on one sheet of cardboard. Alternatively presenters may display their material on several smaller sheets.
- The dimensions of the poster should not exceed 90cm wide x 120cm high.
- Allocate the top of the poster for the title and authors as stated on the submitted abstract.
- The text, illustrations, etc should be bold enough to be read from a distance of two meters (six feet).
- Double sided tape and technical equipment will be available for the mounting of posters. Staff will also be available to assist you.
- Please refer to the Final Programme book that you will receive upon arrival at the Conference for the poster board number assigned to you.
- Please use the board with the same number.

Please mount your poster on the board assigned to you in the ESPU Poster Area at the beginning of the congress.

Please be present in the session room 15 minutes prior to the start of the session. An abstract presenter must attend the whole session in which he/she is scheduled. A maximum set of 6 slides (PowerPoint only) may be projected. Slides should be handed in at the Speakers' Service Centre at least 2 hours prior to the session.