PREPARING YOUR PRESENTATION
(for E-Poster and Poster Pod Presentations)

Deadline: Files must be complete in iPoster no later than 1 June 2018 at 17:00 CET.

How do I prepare and create my E-Poster and/or Poster Pod presentation?
E-Poster and Poster Pod presentations will be created using an online portal that will be available in early-May.

DO NOT use PowerPoint or any other presentation creation software to create your presentation.

Once the website is ready to accept your presentation in early-May, you will receive an email invitation containing your personal login credentials and detailed instructions.

When you log in for the first time, you will be able to choose from a number of templates and then create your presentation online. You will find links to Instructions, Tutorials, FAQs, and their Support Desk. You can include high resolution images, high definition videos, sound files, and slide shows. You can add as much text and media content as you need to present your research with the detail it deserves; there are no limits.

You can always log in from any internet-connected computer, anywhere, using your username and password. Check out the tutorials here: ipotersessions.com/tutorials.

Do you mean there’s no paper to print or carry?
That’s right! You just show up at the conference and your presentation is there, ready to be searched and explored. Presentations are displayed on the computer stations in the Poster Pavilion in Hall 6.

How do attendees access the content?
Attendees will enjoy a completely different learning experience when exploring the presentation content boxes scroll and expand at the tap of a finger. Tap on an image (a photo, diagram or table) and it enlarges to its full size. If you have included a video, they can watch it full screen. If you have added a narration, they can listen to your presentation (while they scroll through your iPoster) even when you are not there.
**Can attendees contact me for more information?**
Yes. There’s a "Contact Author" button at the bottom of each presentation which can be used while in the Pavilion, throughout the Fira and post-WOC. So, if you are not there when they explore your presentation, they can fill in a request for more information or, perhaps, a meeting to discuss your research while you’re still at the WOC. Your email address is hidden, so it's up to you if you want to respond.

**Can I share my Presentation with others?**
Yes you can. You will find a Share button on your editing template when you log in.

**When can I start?**
You will receive your login credentials after 1 May 2018 from [iPostersessions.com](http://iPostersessions.com). We strongly recommend that you set up your template as soon as you receive your login information. This will give you time to familiarize yourself with the template editor prior to creating your poster.

**What are the deadlines?**
You will need to publish your poster in iPoster no later than 1 June 2018 at 17:00 CET. You can still make changes after this date, but all files must be finalized in preparation for

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**CME Accreditation**
As the event is CME accredited, we ask you to ensure that certain criteria are met by your presentation. These criteria are:

- All of your financial relationships should be disclosed in your presentation (even if there are no relationships to disclose – this must also be stated). Please refer to the ICO full Disclosure Policy for what classifies as a “financial relationship”. Please use the specific poster template provided on the website to ensure that the relevant financial disclosures are included as part of your presentation design
- Financial relationships of any co-authors (and your spouse/partner, if relevant) will also need to be declared
- No pharmaceutical company or product logos should be used in your e-poster
- No pharmaceutical product brand names should be used (generic names should be given instead)
- Presentations should feature original research only

If you have any concerns or questions about the above criteria and how this might affect your presentations, please email Siyemi Learning at WOC2018CME@icoph.org who will be happy to answer any of your questions.