



## ISAAC Connect: Augmenting our Network

### ePoster Information

Here are some important tips and tricks to help you finalize your ePoster for ISAAC Connect, taking place from August 9 – 12, 2021.

**Your complete ePoster is due by Sunday, July 25, 2021 at the latest!**

#### How will the ePoster sessions work at ISAAC Connect?

- ePosters at ISAAC Connect will have two components:
  1. ePoster will be submitted in PDF format and displayed in the event platform for the duration of the event.
  2. ePoster presenters will be scheduled for a time slot, during which they will be asked to do a live short presentation (3- 5 minutes) to highlight the ePoster and to answer questions.

#### How do I submit my accepted poster?

- All submissions must be made into your submission's Google Drive folder (each ePoster presenter has already been provided with their unique folder URL).

**All Google Drive folders are now open, and ePosters must be uploaded no later than Sunday, July 25, 2021 @ 18:00 GMT**

#### What are the requirements for submission?

- Either a single page ePoster (landscape or portrait) or a PowerPoint slide sequence (maximum five slides) can be submitted.
- Submit your ePoster in PDF format.
- Include your ePoster ID on your ePoster (top right-hand corner).
- The top of the ePoster should display the title of the ePoster (18-point **bold** font), and the names of the authors (16-point **bold** font) and their affiliations (16-point **bold & italic** font). The rest of the ePoster should be in 14-point font, with headings in 16-point font.
- A statement to acknowledge that **ethical guidelines** were followed should be included on the ePoster (e.g., "*The ethical guidelines as required by the relevant authorities/tertiary institution – please name – have been followed.*").



### **What should I keep in mind to make my ePoster accessible to all event participants?**

- Use the accessibility tools and guidelines of the program you are using to create your ePoster (e.g., PowerPoint).
- Use a clear, consistent layout to organize the content. Make sure that the specific sections (e.g., background, methods, results, conclusions and recommendations) are easy to locate.
- Use high-contrast colour combinations to visually highlight sections.
- Provide adequate white space and avoid clutter.
- Use sans serif fonts.
- Use a combination of text, images, and simple graphs and tables to present the information.
- Try to keep the text easy to read and concise.
- Write in bullet format: avoid the use of long, complex sentences.
- Use plain English, spell out acronyms, and define uncommon terms: keep in mind that our audience is international.
- Avoid using watermarks.
- Use only static images: do not embed videos or animation in the ePoster.
- Make sure the images used are not copyrighted.
- Include a descriptive caption for all images, graphs, and tables.

Example guidelines from other conference can serve as a practical model:

- <https://tapiaconference.cmd-it.org/program/presentation-and-poster-accessibility-guidelines/>

### **Will I have the opportunity to discuss my ePoster?**

- You will be assigned a time slot during which you will be asked to do a live short presentation (3- 5 minutes) about your ePoster and answer questions.
- You will be informed of your allocated time slot.

### **When is my ePoster due?**

- All ePosters must be uploaded to the unique submission Google Drive folder no later than **Sunday, July 25, 2021 @ 18:00 GMT**.
- If you are able to submit your ePoster before this deadline, you are strongly encouraged to do so.