

GUIDELINES FOR POSTER PRESENTATIONS



16TH INTERNATIONAL MYOPIA CONFERENCE

14-17 SEPTEMBER, 2017

Aston University, Birmingham, U.K.

REGISTRATION

All first authors must have registered and paid conference fees to attend the IMC to be eligible to present their poster. If you have not done so already, please register online by the August 18th deadline (www.internationalmyopiaconference.co.uk).

We recommend that you attend conference registration and collect your name badge on Wednesday evening if you have a Thursday presentation slot.

LOCATION

The conference is hosted in the Conference Aston Meeting Suites (CAMS), within Aston University's Main Building. The entrance to the suites is in the North entrance of the main building. On arrival on campus please follow the pink bollards, they will take you to the North entrance. On registration you will be given an access code to the meeting suites. If you forget the code, please use the intercom system to speak to the conference staff. On entrance, turn left, walk up the stairs and turn right and CAMS reception will be straight ahead of you. You can refer any queries to the reception desk staff or conference team who will be happy to help.

Poster boards are located in the Stafford room and Litchfield Lounge. Please refer to your poster scheduling number and signage on the day to locate your poster board.

POSTER SESSIONS HOURS

Thursday 14th September, 14:00 – 16:00

Prevalence, progression, risk factors, genetics, mechanisms, vision, accommodation

Friday 15th September, 10:45 – 13:00

Myopia control, modelling, peripheral retina, eye shape, peripheral refraction

Saturday 16th September, 11:00 – 13:00

Animal models, high myopia, pathological myopia, techniques and technology, refractive surgery

Posters will be on display Thursday-Saturday from 9:00– 17:30. Posters must be displayed for the duration of their allocated day's academic programme.

PLEASE HANG YOUR POSTER BEFORE THE START OF THE SEMINAR PROGRAMME ON YOUR DAY OF PRESENTATION

First authors must be at their poster for the duration of their session. Please note that these times are concurrent with conference breaks.

Posters remaining on poster boards after 17:30 will be removed and may be discarded. The IMC is not responsible for any posters and/or materials which have been left behind.

PRESENTATION

The first author (as identified in the abstract submission) is required to present the corresponding poster. Changes to the presentation type, time, and location cannot be made. Posters and their corresponding oral presentations are expected to describe the same work as described in the abstract, with the same title and content.

WITHDRAWAL POLICY

If you are unable to present you must withdraw the abstract or request prior approval from the IMC for a co-author to present your work. Please contact the IMC scientific committee (imc2017@aston.ac.uk) in the first instance to provide notification of your withdrawal. Please include poster details (first author name, abstract title, session and poster board number) in your email.

DISCLOSURES

Presenting first authors must fully disclose all commercial, financial or other relevant interest(s)/relationship(s) (for themselves and any other abstract authors) relevant to the subject matter in clear, legible print on their poster. Full disclosure includes the name(s) of the commercial interest and the nature of the relationship(s). Indicate "None" if no relevant interests/relationships apply. Any funding, grants or awards received towards the cost of either the research presented in the poster and/or travel/conference costs must also be clearly acknowledged on the poster.

TRANSPARENCY

First authors should ensure that their poster is designed to be independent, objective, balanced, unbiased and scientifically rigorous. The same requirements must be met for any oral presentation given regarding the contents of the poster. The use of any unapproved or off-label use of drugs or devices must be disclosed fully in print on the poster.

POSTERBOARD DETAILS AND DIMENSIONS

Your abstract's unique programme number/poster board will be given in your abstract scheduling notification email. You should use this number to identify the poster board on which to mount your poster. All poster boards are able to accommodate A0 size posters (84.1 x 118.9cm/33.1 x 46.8 inches) in landscape or portrait orientation. Push pins/Velcro tabs will be provided onsite. Tape, Blu Tack, sticky fixers or spray adhesive must not be used to mount posters/materials, and you will be charged for any damage caused by such materials. Presenters are responsible for bringing any other supplies required for mounting (e.g. scissors/handout container) if required. Leave space on your display for your colleagues to leave notes. You may want to provide printouts of your poster to give as handouts.

POSTER CONTENT AND DESIGN

Posters must be clear and concise in content and design. Posters must include:

- Full title as accepted for presentation by IMC committee
- Full names and contact details/institution for all named authors
- Full disclosures relevant to the abstract's subject matter for all named authors (see DISCLOSURES above)
- Full funding disclosure (see DISCLOSURES above)

- Your abstract's unique programme number/poster board number in large type adjacent to the title of your poster. This is given in your abstract scheduling notification email.
- A layout that follows the main headings used in your abstract (e.g. purpose, methods, results and conclusion)
- Email address of first author

Other design particulars:

- Material must be legible from a minimum distance of three feet – we recommend the use of a 28 point font size as a minimum, block lettering and a maximum word limit of 600 words where possible
- Avoid the use of blue-green/magenta-violet and red/green colour schemes in consideration to your colleagues with colour vision deficiencies

RECORDING/PHOTOGRAPHY POLICY

Any form of recording (photograph, audiotape or videotape) is prohibited during any presentation or session, unless conducted by an official IMC provider. The only exception is made for first authors wishing to photograph their own poster presentation.

CONTACT INFORMATION

For general enquiries about IMC 2017 or for further information about presentation guidelines contact imc2017@aston.ac.uk.