

## National Conference 2023 Conférence Nationale 2023

April 27-29 | 27-29 avril Westin, Ottawa

## **GUIDELINES FOR POSTER PRESENTATIONS**

- 1. The poster board surface area is a maximum of 48 inches wide by 48 inches high.
- 2. A Poster Number, pins and Velcro material to affix your poster to the display boards will be provided for you.
- 3. In preparing your poster, we suggest that you limit the amount of printed material to the least possible. Posters should not be elaborate, nor need they be expensive. If supplemental material is desired, you may hand out information sheets to those viewing your poster.
- 4. Poster material must be prepared in advance and should be large enough to be viewed from a distance of 3.28' (1 meter) or more.
- 5. Each poster must have a top label indicating the title of the paper, the names of the authors and their affiliations. The size of the characters for the title should be at least one inch high.

- 6. Keep illustrative material simple. Charts, drawings and illustrations may be similar to those used in slides preferably with bolder, heavier figures. Simple use of colour can be used to add emphasis. Posters should be mounted on fairly stiff paper but NOT on heavy cardboard.
- 7. Simple "Introduction" and "Conclusion" sections are helpful. When feasible, use graphs for depicting qualitative relationships, and tables for precise numerical values. Photographs should be in a matte finish, not glossy.
- 8. All posters must be written in English.
- 9. Do not fold posters; try to carry them in an appropriate container. Do not mail poster presentations in advance; bring posters with you to the Conference.
- 10. Conference staff will be present to assist you.

Presenters are required to be at their posters during both Poster Sessions. They are scheduled for April 28 and 29 during lunch each day. There will be scheduled poster tours during the poster sessions so if your poster is selected as part of a tour, it will be evaluated and awards for the best poster and best poster presentation as decided by the evaluators will be awarded.

Presenters are responsible for the setting up and the removal of their posters according to the following schedule in the designated poster display area:

Setup: Friday, April 28 before 10 am

Removal: Saturday, April 29 at 2 pm (end of session)

If you have questions, please contact:

## **Chair, Scientific Program Committee**

Thanh DANG-VU, MD PhD FAASM

Professor, Neurologist

Director, Sleep, Cognition & Neuroimaging Laboratory (SCNLab)

Vice-President (Research), Canadian Sleep Society

TT.DangVu@concordia.ca