

2024 ISEE Conference: Poster upload instructions.

We are excited to have you as a part of the ISEE Annual Conference.

Your Poster Session will be from 3:30pm to 5pm on Saturday January 27, 2024 – an opportunity to share your paper one to one with the conference attendees. Closer to the event we will let you know which Conference Room the session will be located.

The ISEE Staff will be printing a Poster 6ft * 4ft (2m * 1.3m) for you, and pinning it up on the board ahead of the Session opening. You will also have a small table and a chair – so you have somewhere to put your laptop computer if you want to add to what is presented on the Poster, maybe some videos or other pictures, for example. (Make sure your laptop is charged ahead of time as electrical power outlets may be limited.)

On the Portal, you will find a file for the Template to use - Slide 2 in the file. Slide 1 is to give you some ideas for the visual layout – “Less is More” is a good maxim for the Posters.

Please ensure that any images are high resolution so that when “blown up” on the poster, they are still clear.



We need all Posters uploaded to the ISEE Paper Portal by **November 17, 2023** to give the ISEE time to get the Posters printed and quality checked for you. And the maximum file size is 50MB (which should not be an issue). There is no need to bring copies of your file with you, but please note we will not be able to make any changes to your Poster at the Conference.

(Continued)

After you log into the Paper Portal:

[2024 URL](#)

You will see this – use the section at the bottom to upload your file. Please note the Paper Number (Submission ID) in the file name.

The screenshot shows a web form for uploading presentation files. It is divided into two main sections: 'Presentation' and 'Poster'. The 'Presentation' section contains three identical blocks of text and an 'Upload' button. Each block states: 'Please note that the file upload is limited to 50MB. If your file is larger than 50MB, please split your file into a maximum of 3 parts and upload each separately. The files will be recombined prior to the presentation at the conference. Please upload your presentation (.ppt or .pptx formats only, 50MB max. file size)'. The 'Poster' section, which is circled in blue, contains one block of text and an 'Upload' button: 'Please upload your poster (.ppt or .pptx formats only, 50MB max. file size)'.

Presentation

Please note that the file upload is limited to 50MB.

If your file is larger than 50MB, please split your file into a maximum of 3 parts and upload each separately. The files will be recombined prior to the presentation at the conference.

Please upload your presentation (.ppt or .pptx formats only, 50MB max. file size)

Upload

If your presentation is larger than 50MB, please split into multiple files and upload the 2nd file here.

Upload

If your presentation is larger than 50MB, please split into multiple files and upload the 3rd file here.

Upload

Poster

Please upload your poster (.ppt or .pptx formats only, 50MB max. file size)

Upload

Any questions, please let me know.

Thank you.

Richard O'Meara

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