

Incorporating the Australian Society for Parasitology (ASP) Annual Conference 2016 and Zoonoses 2016 Conference

## POSTER BRIEFING NOTES

The Scientific Program Committee for the International Congress for Tropical Medicine and Malaria 2016 (ICTMM 2016) welcome your contribution to the Congress program.

In order to ensure that your presentation runs smoothly, please take the time to **read these guidelines ahead of time** to ensure you are prepared for the Congress.

### REGISTRATION DETAILS

#### Prior to the Congress

All presenters are required to register and pay for the Congress prior to arriving onsite. To register, please visit <http://tropicalmedicine2016.com/registration> and complete the online registration form.

#### Onsite at the Congress

Poster Presenters will need to collect their delegate materials at the Registration Desk when they first arrive at the Congress.

The Registration Desk is located in the Great Hall Foyer at the Merivale Street entrance to the Brisbane Convention & Exhibition Centre. The desk will operate during the approximate times below:

Sunday 18 September 2016	1400 - 1800
Monday 19 September 2016	0700 - 1730
Tuesday 20 September 2016	0700 - 1730
Wednesday 21 September 2016	0700 - 1730
Thursday 22 September 2016	0700 - 1300

### POSTER DISPLAY LOCATION

All posters will be located in Great Halls 3 & 4 on poster boards. You will be notified closer to the Congress on when you will be required to present your poster.

For identification purposes, a poster board number will be provided to you when you check-in at the registration desk. Please ensure that your poster is displayed on the correct poster board. Do not place your poster in an alternate location.

It is your responsibility to bring your poster to the Congress and to ensure that it is displayed for the duration of its allocated session and removed at the end of the Congress. You are kindly required to be present at your poster for the duration of the session. There will not be any summaries given at the beginning of each poster session, so authors need not prepare any slides for their poster presentation.

## POSTER SESSION DETAILS

All poster presenters will be notified shortly to which Poster Session they will be presenting in. Information will soon be available on the [Congress website](#). Please also check the website regularly to stay up to date with the latest Program. The Program is subject to change so please ensure you check any changes on the 'Program Changes' board located at the Registration Desk onsite or refer to the most up to date program on the website.

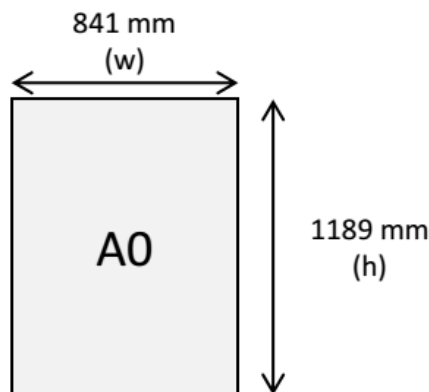
### Poster Sessions:

Poster Session 1	Monday 19 September 2016	1730 – 1830	Exhibition Halls 3&4
Poster Session 2	Tuesday 20 September 2016	1730 – 1830	Exhibition Halls 3&4

Poster Setup and removal information will be provided separately along with your poster presentation time.

## POSTER SPECIFICATIONS AND LAYOUT

The poster boards will be 970mm wide by 2360mm tall, so you should ensure that your poster is no greater than 900mm wide by 2000mm tall and **preferably of A0 size (841mm wide by 1189mm tall) in portrait orientation**. Posters above the maximum size will not be able to be displayed correctly. The poster can be affixed to the board by using velcro dots that can be obtained from Congress staff at the Registration Desk or within the Exhibition Hall.



## SET UP & PACK DOWN

Posters can be set up on Sunday 18 September 2016 from 1400 – 1830. If you are unable to make this time frame please visit the registration desk when you first arrive at the Brisbane Convention & Exhibition Centre.

All posters must be removed by the presenter by **1400** on **Thursday 22 September 2016**.

## LANGUAGE

Please note that the official Congress language is English. **All presentations must be made in English.**

## GENERAL ADVICE FOR FIRST TIME PRESENTERS

- Please note all presentations must be made in English.
- The message that your poster contains should be clear and understandable without the requirement of oral explanation. Methods should be presented simply and concisely.
- Handouts can be very useful, however please note that these cannot be placed on the floor for safety reasons. If handouts or poster packaging is found on the floor the Congress Managers will remove it. If you wish to supply handouts, you must hand these to delegates personally or provide a holder that can be attached to your poster board with velcro.
- After the title, the two most important panels are the Introduction and the Conclusion. On the basis of these two panels, a reader will decide whether to consider the poster details and perhaps talk to the presenter. These panels need to be very simple, concise and visually attractive.
- Results should be presented graphically if possible. Avoid large tables of data.

- Use pictures, symbols and colour. Figure legends are essential and should be short but informative. Each graph should have a short heading. For visual effect, we recommend that graphs be no smaller than 12cm x 18cm.
- A matte finish on photographs gives better visibility. Photographs should be no smaller than 12cm x 18cm.
- Use the space to attract your audience for discussion, not to present complex details of methods and results.

If you have any questions in regards to this process, please email these directly to [tropicalmedicine2016@arinex.com.au](mailto:tropicalmedicine2016@arinex.com.au).

**Thank you for your help in making the  
International Congress for Tropical Medicine and Malaria 2016 a success.**

**International Congress for Tropical Medicine and Malaria 2016**

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