

## 7<sup>th</sup> EVIW Guidelines for Preparing and Uploading Poster Presentation

### Submission Deadline: 9 August 2021

**Language:** The working language of the 7<sup>th</sup> EVIW is English, so please prepare your poster presentation in English.

**Length:** Your poster can have one or more pages. A classical one-page poster might be cumbersome for online viewing so please consider preparing a several-page poster that will contain a title page and the main points of your scientific research. **The limit is 10 pages**, and make sure the limit is not exceeded. The posters longer than 10 pages will not be uploaded.

**Format:** Your poster must be submitted in PDF format. For example, you can prepare your poster in PowerPoint, and then export it to a PDF file. When exporting, we recommend you choose “minimum size” which optimizes your file for publishing online.

**Title:** The title of the poster should be the same as the title of your submitted abstract.

**Title page:** In addition to the title, this page should include the names of all contributing authors and their affiliations.

**Poster body:** Tips for preparing a good poster • organize sections in a logical layout • keep text at a minimum and opt for bullet points • include illustrations that stand out from the background and can be easily read • use only static images (no videos or animation).

**Please submit your poster through the Participants page.**

<https://www.7theviw.org/index.php?r=site/participants>

### Follow these steps:

1. Click the UPLOAD YOUR PRESENTATION button on the Participants page.

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2. Sign in (if you are already signed in, this step will be omitted).



3. Select the abstract for which you want to send the poster. Browse for your poster file by clicking on the Browse button. Finally, click the Upload button.



NB: Only a PDF file can be accepted for poster presentation. The maximum number of pages for the PDF file is 10.

You can view your submitted presentation by clicking the CHECK YOUR PROFILE button on the Participants page.

Until 9 August, you can change your submitted presentation by uploading another file. The last uploaded file will be taken as your final presentation.

For additional information before and after the submission deadline, please contact us at [info@7theviw.org](mailto:info@7theviw.org).