



WORLD CONGRESS OF PHLEBOLOGY

4-8 FEBRUARY 2018
MELBOURNE

THE AUSTRALASIAN
COLLEGE OF PHLEBOLOGY

POSTER PRESENTATION GUIDELINES

PRESENTATION DETAILS

1. Your poster board number will be included in your final poster presentation details letter. Please note that the number allocated to your poster presentation will be on the corresponding poster board.
2. Posters should be put up on during morning tea on Monday and removed during the afternoon tea break on Thursday. Posters will be displayed for the duration of the UIP 2018 Congress and presenters are asked to stand by their posters during the Wednesday (7 February) lunch break to answer any questions regarding their work.
3. Posters will be displayed within the Exhibition Hall, Melbourne Convention and Exhibition Centre. Please report to the congress registration desk for instructions upon your arrival. Your poster space allocation is **AO size, portrait (1189mm high x 841mm wide – maximum size)**. Any posters that exceed this A0 sizing will not be able to be displayed.
4. We recommend using **Velcro** to mount material on the panel as poster boards will be Velcro compatible.
 - a. **It is essential that you bring your own Velcro or push pins**
5. You may wish to consider having a synopsis of your research e.g. A4 or US letter sized copies of the poster, available at your poster, or a business card if people wish to contact you after the congress. These are to be placed in pockets attached to the poster (presenter's responsibility to supply).

POSTER DESIGN

1. Posters should include the name(s) and affiliations of the author(s) to facilitate identification at the conference.
2. All text lettering, diagrams and photographs should be large enough to be legible at a distance of 1.5m. Lettering used for titles should be 24 point minimum (preferably Arial font).
3. Large type from a word processor, photo-enlarged typing, stenciling, and rub-down letters (e.g. Letraset) are recommended for text and captions. Freehand lettering is not recommended except for last-minute alterations.
4. The use of figures and charts is suggested, avoiding excessive text.

Contact details

Phone:

Email: info@uip2018.com

Address: Level 2, 369 Royal Parade
Parkville VIC 3052 Australia



WORLD CONGRESS OF PHLEBOLOGY

**4-8 FEBRUARY 2018
MELBOURNE**

THE AUSTRALASIAN
COLLEGE OF PHLEBOLOGY

5. The text appearing on the poster is to be written in English, Suggested sections include:
 - Title: In English as it appears in the submitted abstract
 - Authors (main author's photograph for identification is suggested)
 - Aim (brief)
 - Materials and Methods (brief)
 - Results (Captions and headings for photographs, tables, figures etc)
 - Conclusion/Discussion (brief)
 - References (limited to a maximum of 3)

6. In preparing the poster you should not attempt to detail your entire research history. Present only enough data to support conclusions or to explain the point(s) you wish to make. Data should be kept to a minimum in favour of diagrams and photographs. Aim to put across a simple message in an eye-catching manner.

ENQUIRIES AND CORRESPONDENCE

Please contact the UIP 2018 Project Manager: judy.kingston@mci-group.com

Judy Kingston

Project Manager

World Congress of Phlebology 2018

E: judy.kingston@mci-group.com

W: www.uip2018.com

Contact details

Phone:

Email: info@uip2018.com

Address: Level 2, 369 Royal Parade
Parkville VIC 3052 Australia