

POSTER EXHIBITION - NOTES FOR PRESENTERS

Poster presentations on any topic related to hospital optometry are invited. This may include clinical, research, audit, service delivery/improvement, management issues etc.

Format & Size

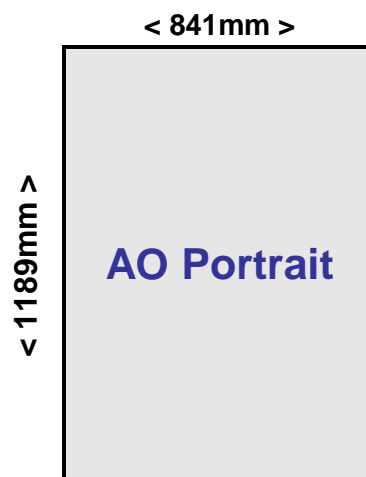
The maximum permitted size of each poster is:
1189mm Vertically & 841mm Horizontally

This is standard AO size paper

A style using subheadings such as:

- Introduction,
- Method,
- Results,
- Discussion,
- Conclusion

Should be used where appropriate.



Author

At least one author of the poster presentation must attend the conference as a registered conference delegate and be available to discuss the presentation.

Abstract

Poster abstracts should be submitted as soon as possible & no later than 24th October for them to be considered for inclusion in conference handbook. Abstracts can be e-mailed (preferred) to aptompkin@tompkin.org.uk or Faxed to 0151 706 5846.

IMPORTANT: Use a separate e-mail for each poster and include in subject line "HOAC35 Poster" and SURNAME of 1st Author. Acknowledgements will be sent. If you do not receive an acknowledgement please telephone 0151 706 3900.

Previous Presentation

When a poster has previously been presented at another event or events this must be declared. Full details of where and when presented are required. If a previously presented poster does not conform to Format / Size requirements please send details by e-mail or fax as above to determine if your poster can be accommodated.

Sponsorship

Any form of sponsorship (financial or otherwise) or trade affiliation must be declared.

Set-up

On arrival at conference presenters must obtain a poster board number for their poster from the conference desk and then display their poster on the display board at that numbered location using Velcro. No other fasteners are permitted.

Removal

Poster must not be removed from display prior to the end of the Morning Coffee break on Sunday 29th November. Presenters are responsible for removing their posters. The organisers are not responsible for any poster not removed by the end of the event.

