



# Poster Guidelines

Prepared by the Australasian College of Dermatologists ASM Conference Office

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*passionate about conferences*

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## Introduction

The ASM Committee thanks you for presenting your poster at the upcoming Australasian College of Dermatologists Annual Scientific Meeting at PCEC, Perth from 11 May – 13 May 2024.

This document has been prepared to assist you with planning a successful poster for the ASM, we have a range of tools and features that you can use to leverage your presentation.

Should you have any questions about the requirements outlined in this document please do not hesitate to contact the ACD ASM Office at [acdasm@thinkbusinessevents.com.au](mailto:acdasm@thinkbusinessevents.com.au)

## Checklist

Details	By When
Register and pay registration fee	11 April 2024
Hang Poster	Between 8:00am and 10:00am Saturday 11 May 2024
Attend and stand by poster during the Poster Viewing Session in the Exhibition	5:00pm – 6:00pm Saturday 11 May 2024
Remove Poster	By 2:00pm Monday 13 May 2024

## Registration

All poster presenters must register, pay the applicable registration fees and be able to present at the ASM or organise a replacement in order to remain in the program. Poster presenters who fail to pay registration fees risk being removed from the program.

Please visit the congress website at <https://acdasm.com.au/registration/> to register.

## Poster Information & Specifications

The information below provides guidelines, recommendations and tips on how to design and structure your poster.

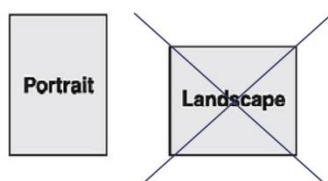
Posters will be displayed on boards within the Exhibition Hall. You will be given a poster number closer to the ASM, please use this number to locate and hang your poster.

All posters should be a visual presentation of your submitted abstract. Posters must meet the following criteria:

### Dimensions

The poster must be no larger than A0 size (841mm x 1189mm).

Orientation of your poster **MUST** be in **portrait style**.



## Setup

Please arrange to print your poster and bring it with you to the ASM.

All posters must be put up between 8:00am and 10:00am on the first day, Saturday 11 May 2024.

Prior to the ASM you will be allocated a poster number. When you arrive at the congress, please find your allocated number and hang your poster.

It is your responsibility to attach your poster to the display board, marked with your poster number.

**There will be no Velcro available onsite, so we recommend that you bring your own.**

## Removal

Posters must be removed on Monday 13 May by 2:00pm. Those that are not removed will be discarded. Please note that the organisers take no responsibility for any posters.

## Poster Viewing Session

A poster viewing session will be held on Saturday 11 May 2024 from 5:00pm – 6:00pm

Those that were accepted for a poster presentation are required to stand by their poster at this time to answer any questions from delegates. There are no oral poster presentations required.

## Preparing your Poster

### Designing the Poster

Posters can be designed using computer programs such as PowerPoint™, Corel Draw, or Adobe Illustrator. Professional designers deem that text of more than 950 words is too much to put on your poster.

Given the distractions that occur while reading posters, the poster should not contain large blocks of text. Neither should the poster contain long sentences. If possible, the sections should rely on images: photographs, drawings and graphs. Posters should be well laid out, professional and visually appealing, with a balance of text, graphics and neutral space. Poster made up of multiple pages will not be accepted.

### Fonts

We recommend sans serif fonts to enhance readability (ones without the little stalks on the end). Ex:

**tahoma arial comic sans**

Suggested font sizes are as follows: title 85 - 210 point; author names: 56 point; headings 36 point; paragraphs: 24 point; captions 18 point.

The poster should easily be read from at least 1.2 to 1.8 meters away.

Avoid using contrasting colours that are opposite on the colour wheel (i.e. orange and purple or green and red) because these combinations contrast too much and are difficult to read.

The following examples are colour tones that provide adequate visual contrast to enhance readability:



### Spacing and Images

Have enough blank space; too much text without breaks is overwhelming.

Use a minimum of 2cm margins around the edge of the poster and ensure that there is at least 8-10 cm space between columns.

Insert photos or graphics, but do not insert too many images, or images without a clearly linked explanation to the topic.

### On ASM Day

Please familiarise yourself with the following information prior to arriving onsite, to ensure you have everything you need and ensure you have a smooth ASM experience.

#### Key information

**Date:** Saturday 11 May 2024 – Monday 13 May 2024

**Venue:** Perth Convention & Exhibition Centre  
21 Mounts Bay Road, Perth WA 3000

**Registration Desk:** The Registration Desk will be located on Level 2 of PCEC, Perth.

On arrival at the ASM, please collect your badge from the registration desk. Friendly staff will be on hand during opening hours to answer your questions and provide information about the ASM, venue and surrounds.