

Doubletree Hilton at the Entrance to Universal Orlando Orlando, Florida, USA

www.MISWeek.org

Where Laparoscopy & Robotics Meet

DEC 2 DEC 5



ePOSTER INSTRUCTIONS

Posters will be displayed electronically instead of in print.

PLEASE NOTE THESE HIGHLIGHTS of the ePOSTER PROGRAM

- ePosters will be displayed in the SLS Auditorium, looping on a monitor.
- ePosters will also be displayed during your oral presentation in the Poster Town Hall.
- ePosters will NOT be accepted if they include images of products and/or devices or corporate logos

<u>ePOSTER INSTRUCTIONS FOR AUTHORS</u>

When you open the ePoster template, you will notice that there are four PowerPoint slides to complete (Please refer to the instructions below). ePosters submitted with altered formats will not be accepted.

ePOSTER TEMPLATE INSTRUCTIONS

Click here to download the ePoster template.

- The text box contained on each slide in the template is for information only. Please delete the text boxes before continuing.
- ePosters are intended for educational purposes only, personal promotion is prohibited.
- Do not include images of products and/or devices or corporate logos in your ePoster.
- Background color: white
- Font and size: Arial 28
- You can design your slides in any format as long as the data fits on each page. Your data can be placed in one, two, or three columns.
- Tables, charts, clip art, pictures or diagrams, and organization charts can be included. All images must be labeled. Minimum label size: Arial 14.



Doubletree Hilton at the Entrance to Universal Orlando Orlando, Florida, USA



Where Laparoscopy & Robotics Meet





- No embedded media files are permitted.
- Keep in mind that the **Summary** page (first page in template) is a quick glance of the data contained in the entire ePoster and this slide should briefly summarize:
 - 1) Background and Objectives.
 - 2) Study Design and Methods.
 - 3) Results and Conclusion.

You can expand on items 1-4 above on the remaining pages in the template.

 The slides you create will appear as submitted. It is imperative that you review each slide in the template before uploading your ePoster. ePosters submitted with altered formats will not be accepted.

When reviewing your slides, specifically look for:

- 1) Typographical errors,
- 2) Arial font size 28 on all slides,
- 3) Clear and labeled images (image labels must be a minimum of Arial font size 14),
- 4) Easy to follow layout with white space and spacing between paragraphs
- 5) No background color
- Save your completed template to a folder on your computer.
- Upload your ePoster to the Abstract Submission Form.