



E-Poster Presentation Guidelines

Introduction

The Congress Committee thanks you for agreeing to present at the upcoming 13th APVRS Congress in Shanghai, China. This document has been prepared to assist you with planning a successful presentation for APVRS 2019.

Registration

All e-poster presenters must register and pay the applicable registration fees to remain in the program. Presenters who fail to pay registration fees risk being removed from the program at the discretion of the Program Committee. There is no reduced registration fee for presenters. Please go to the Registration page on the Congress website at <http://congress.apvrs.org/>.

The APVRS 2019 Congress registration desk is located on the 2/F, Hall 4.2 of National Exhibition and Convention Center (NECC) and will operate during the following hours:

Date	Time
November 21, 2019	15:00 – 18:00
November 22, 2019	07:30 – 18:00
November 23, 2019	07:30 – 17:00
November 24, 2019	07:30 – 15:00

On arrival at the Congress, collect your badge and other materials at the registration desk. During the opening hours noted above, staff will be available to answer your questions and provide information about the Congress, venue and surrounds.

E-Poster Stations

2/F, Corridor of Hall 4.2, NECC

E-Poster Guidelines

- All posters should be a visual presentation of your submitted abstract.
- Please convert a poster into a **single-slide PPTX** (Office 2007 and above) file as per the sample e-poster.
- **Font size** is specified in the sample e-poster. Choose Arial or another font that can be read clearly at a distance. Put light-colored fonts on dark backgrounds and dark fonts on light-colored

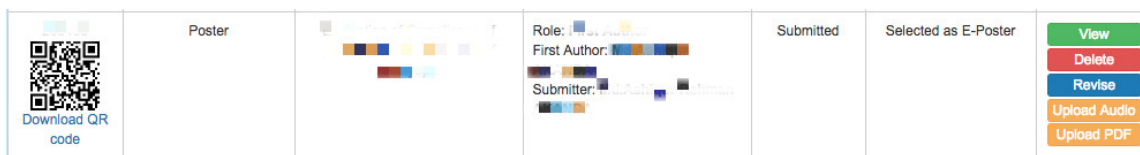


backgrounds so that viewers can see the text clearly.

- **Tables** should be simple and easy to follow. Minimum font size for data in tables is 10 point. All graphs and tables must be embedded in your file.
 - * The **legend** of a figure should appear below the figure.
 - * **Do not** insert or embed any videos in your presentation.
 - * Remember, overcrowding a poster slide makes it difficult to read. Help your readers by providing clear labels or headings for each section of your presentation.
 - * Please include eight pertinent **references** at most.
 - * Please ensure that you have **permission to use any images** you include in the e-poster. This includes a license for copyrighted materials and consent forms from patients who are recognizable in photographs or images.
 - * **Financial interest(s)**, if any, must be disclosed and included in the poster. Presentations made at the Congress must not be used to promote a commercial product.
- Please upload your e-poster slide to the APVRS Congress system at <http://congress.apvrs.org/> with the login details given in the cover email **by November 4, 2019**.

E-Poster Presentation

- The presenters can prepare an audio recording (maximum length: 3 minutes) to accompany their poster presentation. The recording should be uploaded to the APVRS Congress system at <http://congress.apvrs.org/> by **November 4, 2019** using Congress login/APAO ID login details.
- A **QR code**, which will be displayed on each poster, can be downloaded from the Congress system. Please insert your recording into your e-poster file. When the QR code is scanned, viewers will be directed to a link where they can hear the recording prepared by the poster presenter.



- The first authors of each e-poster, who are the presenters, will be given a 'program participant' ribbon that they can attach to their delegate badge to recognize their participation in the submitted program.
- **Your e-poster can also be displayed in the Congress app provided that it is converted to a PDF file and uploaded to the system along with the recording (if any).**

Asia-Pacific Vitreo-retina Society

(APVRS) Congress 2019

National Exhibition and Convention Center (Shanghai), China
November 22 - 24, 2019



Asia-Pacific Vitreo-retina Society



Chinese Vitreo-retina Society



Submission Deadline

- All files must be submitted by 11:59pm (GMT+8) on **November 4, 2019**. Authors can also submit the e-poster slide only, without the recording.
- Failure to upload the e-poster slide by the above deadline will be considered last-minute withdrawal. Last-minute withdrawal will lead to deduction of the credited achievement award point from the registration accounts of ALL authors. An additional point will also be deducted from the account of the first author.