

PROSTHODONTIC COLLABORATION



91st ANNUAL MEETING OF THE
AMERICAN PROSTHODONTIC SOCIETY

FEBRUARY 21-22, 2019
SWISSÔTEL CHICAGO

GUIDELINES FOR DIGITAL POSTER PRESENTERS

Thank you for reading the following guidelines carefully. They will provide you with valuable information about the preparation and upload of your digital poster. Please ensure compliance with these guidelines and a timely submission. Digital posters not complying with these guidelines may not function properly at the meeting.

General Information

Use PowerPoint 2007 or newer and set the dimensions of your poster to: 140 cm (55 in) width x 73 cm (28.5 in) height, in landscape orientation. You can do this opening PowerPoint, selecting "Design", "Slide Size" and "Custom Slide Size".

Before submitting, save your poster as a PDF file. All recent versions of PowerPoint and most other software applications allow you to save your poster as a PDF file from the "File > Save as" menu or through the "File > Print > as .PDF" option. For integration in the digital poster display site, your submitted PDF will be automatically converted into a format allowing for fast-loading and compatible onsite and online viewing.

Preparing Your Poster Material

Language: As the official language of the APS meeting is English, all digital posters must be in English. If English is not your native language, we recommend that you have your poster reviewed by a native speaker in advance.

Advertising: Advertising of products is prohibited. Please ensure that your presentation provides objective information based on scientific methods generally accepted in the medical community and is free of commercial bias.

Patient Anonymity: No patient names, or information allowing the identification of a patient, should appear in your presentation.

Presenters must ensure that their digital posters are free from any content (whether oral or visual) that may be perceived as discriminatory or derogatory.

File Name: The name of the digital poster file should include the presenter's name. To avoid any compatibility problems, do not use special characters to name your presentation. (ex. Ø™ū©)

Slide Design

Your digital poster should include the following information:

- 1) Title and Presenter/Author Names
- 2) Objective, Rationale, Materials & Methods, Results and Conclusions
- 3) Graphs, Charts or Photos that support your research

Text: The text should be concise and to the point, with key facts emphasized. Minimum suggested font size: 24 (20 for references).

Colors: Choose color combinations that make your text easy to read on a monitor and have a large contrast (dark lettering on a light background or the reverse).

Layout: Keep data simple and ensure a logical order of the content.

Images and Effects: For embedded images, use .jpeg or .png file formats in a resolution of 72 or 96 dpi. Do not use animated effects, "animations" or videos.

Technical Requirements

Poster specs: 140 cm (55 in) width x 73 cm (28.5 in) height, in landscape orientation.

Deadlines

The poster submission site will open in December of 2018 – you will receive an email as soon as it is open. The deadline to [upload](#) your APS digital poster is **February 15, 2019**. If you require any further assistance with the upload, please contact us on aps@support.ctimeetingtech.com

Please use the username and password that was given to you for your abstract submission, to upload your poster.

Should you have any questions, please contact:

The American Prosthodontic Society (APS)
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