



# 3rd ASQUA Conference 2017

4 – 8 September 2017

Lotte City Hotel Jeju

Jeju Special Self-governing Province, Korea

## Poster Preparation Guidelines (Hard Copy Posters)

### HARD COPY POSTER INSTRUCTIONS:

1. Poster preparation – maximum size for posters is B1 size (707mm wide X 1000mm high) for **portrait** orientation only.
2. Velcro-friendly display panels and tapes will be provided.
3. Please do not send posters to the Local Conference organizers – you will need to bring your poster with you to the Conference.
4. The Conference Organizers / Venue cannot store posters at the conclusion of the conference. It is therefore the responsibility of each poster presenter to collect posters by 5.30pm on Tuesday 5<sup>th</sup> September, 2017.

### SET-UP / PACK DOWN TIMES

Posters can be set-up between 10:00am Tuesday 5<sup>th</sup> September and 13:00pm Wednesday 6<sup>th</sup> September. If you are only attending part of the conference, please set up your poster during the registration time on the day you are attending. Posters will need to be collected no later than 13:00 pm Wednesday 6<sup>th</sup> September. Posters will be on display for the duration of the conference. If you are only attending part of the conference, please put up your poster when you arrive, and take it down when you leave.

### REGISTRATION

Please be reminded that it is a condition of acceptance that all presenters (including poster presenters) must be registered delegates through website about abstract submission, individual hotel arrangement and travel plan on Tuesday 15 August (at least for one day) by Tuesday 15<sup>st</sup> August.

### ABSTRACTS:

Abstracts for poster presentations will be included in the Program Book, distributed to delegates at the conference. Please advise changes to abstracts by Monday 31st July, 2017.