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# GUIDELINES FOR THE PREPARATION OF ELECTRONIC POSTERS (E-POSTERS) THEMHS CONFERENCE 2019

## PURPOSE OF E-POSTERS

The e-Posters provide an opportunity to display new research or evaluation results, clinical or service advances, new program features, or work-in-progress. TheMHS will facilitate connection between delegates and authors of e-Posters by:

- Providing all delegates with copies of 'e-Poster Abstracts'
- With permission of author/s, providing all delegates with contact details for all e-Poster submitters

## CONFIDENTIALITY CASE STUDY / VIGNETTE

Please complete the case study consent form if applicable to your poster presentation.

## CONFERENCE REGISTRATION

Authors of the e-Poster must register and pay for minimum one day's attendance at the Conference in order to have their e-Poster displayed.

## PREPARATION & SUBMISSION OF POSTER

- An 'e-Poster' should be a **maximum of 1 (one) PDF or JPG slide**.
- e-Posters may be converted to JPEG files, therefore set transitions/animations and sound are not necessary.
- e-Posters will be displayed on large, touch screen kiosks and should be in dimension: **1920 pixel (tall) x 1080 pixel (wide), >> PORTRAIT orientation**.
- **Resolution minimum is 72 DPI @ 100%**.
- We will request information from you in order to develop a separate title slide. Please include the title of the e-Poster and the authors' names and affiliations.
- **Don't cram too much information into the e-Poster. Focus on a few major points – aim to convey to the audience 3 – 5 major points only, with all other text or images supporting these points.**
- Consider using not only words, but images and colour to enhance the appeal to the audience. Use a clear, readable font style that is at least 14-point in size so that the text is easily readable from 2 metres away.
- Avoid abbreviations, acronyms and jargon.
- Please ensure graphical and visual clarity when presenting numerical or statistical data.
- Ask yourself: Is the message clear? Do the important points stand out? Is there a balance between words and illustrations?
- The movement (pathway) of the eye through the e-Poster ought to be natural (down columns and along rows). Size attracts attention. Arrows, hands, numbers and symbols can clarify sequence.
- Do not overload the e-Poster. More material may mean less communication. Ask yourself, "What do I want the viewer to remember?"
- The e-Poster should be understandable without oral explanation.



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- No changes to substantive content or format of slide presentation will be made unless in consultation with the e-Poster author.
- **e-Posters must be submitted to TheMHS via email ([info@themhs.org](mailto:info@themhs.org)) no later than 25 June, 2019.**