



WHAT'S UP DOC? POSTER DISPLAY GUIDELINES

This event is solely a forum for presentation of research. **Marketing of products, services or software will not be allowed.** Your poster should not contain any references or acknowledgements.

Register

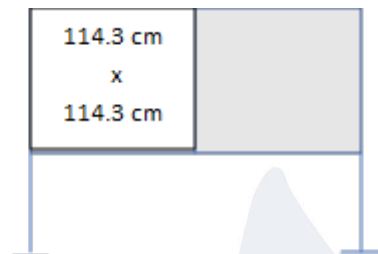
- All colleagues/authors attending the Research Showcase must register: [Research Participant Registration Path](#)
 - If you are a presenter who has already registered to attend the full Summit conference, then you **do not** need to register again/separately as a Research Showcase participant.
- For presenters attending in-person, you must check in at the Registration Desk upon arrival to receive your name badge. Nametags are mandatory and must be worn at all times while onsite.
- Research Participant registration includes Friday's afternoon keynote, building research capacity session, Welcome Reception & Poster Display, and Saturday's What's Up Doc? Oral Presentations, and keynotes.

Adjudication

- If your acceptance email **did not include adjudication information**, then your poster was not selected for adjudication.
- Research award recipients will be celebrated in the Awards Ceremony video package on Friday, March 4th.

Poster Size & Display

- At least one author must be present beside your poster between the hours of 7:00 and 9:00 pm to allow for interactions, and to answer questions from with attendees, guests, exhibitors, and sponsors.
- **The space available for each poster is 114.3 cm x 114.3 cm (45 inches x 45 inches).** Please ensure your poster will fit neatly into the **pre-assigned** space as these will be on shared boards.



Set-up and Tear Down

- Posters must be set up between 6:15 – 6:50 PM on Friday, March 3rd.
- Please bring your own supplies to display your posters (tape, scissors, thumbtacks, ect.)
- Posters are to remain available for viewing until 9 PM.
- Dismantling poster boards will begin immediately following the event. Please ensure your poster is removed promptly at 9 PM.

Please note that the ACFP will not be responsible for the removal of posters. Any posters remaining on the boards may be subject to removal by staff and are at risk of being lost or thrown away.

Digital Poster Submission

- Posters will be showcased during the Friday evening Research Showcase, and on the **virtual event platform** for the entire weekend.
- **All posters must be submitted in a PDF format for the virtual poster display by Monday, February 13th.**



- **Presenters may also submit a 1–2-minute video describing their research project, along with any project contact information.**
 - Any videos submitted that are longer than the allotted time will be edited at the 2-minute mark.
 - Videos of yourself, voice memos, or short PPT videos with a voice over are acceptable.
 - After the conference, your posters and videos will be displayed on the event platform for up to 90 days.

Posters accepted for display will be promoted by the ACFP in the event website, as well as posters will historically live on the ACFP webpages.

5 Tips for Recording Your Own Video

- Select a **neutral background** to sit/stand in front of to avoid distracting viewers.
- **Adequate lighting** is needed to project your best self. We recommend being in a brightly lit room. Avoid outdoor-facing windows and other bright light sources directly behind you.
- Make sure your recording space is **free from distractions** and any other sources of interference. Keep your doors closed or locked; place a sign letting others know you are recording and should not be disturbed.
- **Position your webcam at eye level.** If you are using a built-in camera, consider propping up your device with books or a laptop stand. If you are using an external device, you might consider a tripod.
- **Film your video horizontally.** Keep your phone, or other device, in a level landscape orientation.