

2025 Organ Donation Congress

17th Biennial Congress of

The International Society for Organ Donation Professionals

GUIDELINES FOR POSTER PRESENTATIONS

It is desired to have posters on display following the instructions below to maximize viewing time.

Authors must be present at their poster during their assigned Poster Session.

Poster Hall: Room B-2

Poster Session: December 5 from 18:15 to 19:30

Mounting/Dismantle: Set-up on December 4 before Noon (12:00 pm)

Dismantle on December 6 before Noon (12:00 pm)

1) The poster board surface is 116 cm wide x 144 cm high (45" wide x 56" high). We therefore recommend **A0 paper dimensions** (*portrait*) which are 84 cm wide x 118.9 cm high (33" w x 46.8" h).

2) Poster shall be affixed to the display boards with material provided by the Congress (Push-pins). Mounting materials will be available onsite.

3) In preparing your poster for the session, we suggest that you limit the amount of printed material to the least possible. Posters should not be elaborate, nor need they be expensive. If supplemental material is desired, you may hand out information sheets to those viewing your poster (or QR code).

4) Poster material must be prepared in advance and text should be large enough to be read from a distance of 1 meter (3.25') or more.

5) Each poster must have a top label indicating the title of the paper, the names of the authors and their affiliations. The size of the characters for the title should be at least one inch high.

6) Keep illustrative material simple. Charts, drawings and illustrations are usually similar to those used in making slides - preferably with bolder, heavier figures. Simple use of color is effective for adding emphasis. Mount illustration on fairly stiff paper - but NOT heavy cardboard.

7) Simple "Introduction" and "Conclusion" sections are usually helpful. When feasible, use graphs for demonstrating qualitative relationships, use tables for precise numerical values. Photographs should be in a matte finish, not glossy.

8) Do not fold posters; try to carry them in an appropriate container. Do not mail poster presentations in advance, they may not arrive in time; bring them with you to the Conference.

9) Please note that there will be no audio-visual equipment in the non-moderated poster area.

Presenters are responsible for the mounting and the removal of their posters according to the schedule above. Posters not removed by the specified time on the last day of their presentation will be removed and discarded by Meeting staff. ISODP2025 cannot accept liability for lost or damaged posters. ISODP2025 will not mail posters to authors after the Congress.

For more information, please contact:

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