



31ST ECNP CONGRESS

6-9 OCTOBER 2018

BARCELONA

The future of
CNS treatments



Guidelines for (e-)poster presentation

1. The golden rule

The scientific content of your poster is the most important determinant of its success, but an effective presentation of your data can significantly enhance the impact of your study!

2. How to prepare your (e-)poster

Your (e-)poster needs to tell a story by itself as you will not be present at your poster or e-poster the whole time. Participants might visit the poster area also at other times or browse through the e-posters. The most effective poster is a concise one, i.e. include only essential data and text. Do not duplicate your abstract on the poster but do display your conclusions clearly. *All abstracts are available via the ECNP Congress website (<http://2018.ecnp.eu>) and in the ECNP app.*

A poster is basically a visual expression of a scientific idea. Posters and/or e-posters should have eye-catching yet simple drawings, diagrams, graphs and/or photographs with a clean and attractive layout.

- Each (e-)poster must have a top banner indicating **poster number, the title of the abstract, the names of the authors and their affiliations**. It is mandatory to put your poster number on the paper poster and the e-poster. The participants can find your poster using the poster numbers. **Please note that this is not your abstract number but your poster number!** (e-)Poster numbers have the format P.000 or EP.1000
- All posters must be written entirely in English.
- Paper poster material must be prepared in advance and must be large enough to be viewed from a distance of 90 cm. Lettering should be at least 1.0 cm high for good visibility. We discourage the use of fabric posters because they will most likely not stick to the poster board.
- ECNP requests poster presenters to disclose potential conflicts of interest regarding their current poster presentation at the bottom of their poster. This disclosure will allow the audience to take potential conflicts of interest into account when assessing the objectivity of the presentation. Potential conflicts of interest can involve: grants, honoraria, shares, paid positions on advisory boards, etc.

3. Paper poster presenters (incl. publication)

At the congress there will be poster presentations and e-poster presentations. If your abstract is accepted for presentation and publication you must bring a paper poster to the congress to put on the poster board and upload an e-poster. If your abstract is accepted for e-poster presentation you do not have to bring a paper poster to the congress but you can just upload your e-poster.

3.a Congress schedule

In the e-mail, you can find the date on which your poster has been scheduled. The posters can be viewed the whole day, but there are some special viewing times scheduled.

Hanging of posters and signing in at the poster service desk*	Between 09.00-10.30 on the day of your presentation
Poster viewing (you are welcome to attend the poster area for discussion with participants, not mandatory)	10.40-11.15
Poster Jam (selected poster presenters)	10.45-11.10
Poster session (please attend poster area for discussion with participants)	12.00-13.00 on Sunday 16.30-18.30 on Monday



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Poster Award Ceremony	13.50-14.00 on Sunday 18.00-18.10 on Monday
Travel Award Ceremony	14.50-15.00 on Sunday 14.20-14.40 on Monday
Remove poster material**	16.30-17.00 on Sunday and 18.30-19.00 on Monday

***Posters put up after 10.30 may not be taken into consideration for the ECNP Poster Award review. The posters will be checked a few times a day.**

****Posters not removed by the presenters at the set time will be removed by congress staff and thrown away on the same day. The 31st ECNP Congress cannot accept liability for lost or damaged posters.**

3.b Handling the paper poster

- The format of the poster should be **minimum A0 size**, portrait style (118,9 cm high x 84,1 cm wide) with a **maximum of 140 cm high and 95 cm wide** (portrait style).
- Do not e-mail the paper poster in advance to ECNP but bring the hard-copy with you to the congress.
- Do not bring special lighting with you; the lighting in the poster area will be more than adequate for overall viewing.
- Presenting authors are responsible for hanging up and removing their posters themselves according to the schedule (materials are available at the Poster Service Desk). **During the congress, regular checks will be done if all posters are hanging according to the schedule. If your poster is not mounted according to schedule, the related abstract will not be published in the journal *European Neuropsychopharmacology* (see chapter 5).**
- Staff will be available at all times to assist poster presenters.

3.c Publication in the journal

Abstracts accepted for publication will be published **after the congress** in a congress supplement to the journal *European Neuropsychopharmacology* **only if**:

- The presenting author attends the congress
and
- The poster is displayed from 10.30-17.00 on Sunday **or** 10.30-19.00 on Monday in the poster area on the day of the poster presentation
and
- The presenting author presents the poster on the day and time on which the presentation has been scheduled. Eventual substitution of the presenter **MUST** be communicated and justified to ECNP.

4. E-poster presenters

There will be large e-poster terminals available especially for the e-poster presenters only. Presenters are free to meet participants and present their poster on one of the terminals in the poster area. (*note: the terminals are not available during the Poster Jam.*) During the congress there will also be small e-poster terminals available for participants to browse through all the e-posters.

E-posters must be uploaded before the congress to be visible at the terminals.

Please make sure to sign in at the poster desk between 9.00-10.30 on the day of your presentation. Presenters not signed in will have their e-poster removed from the terminals. *If your abstract is accepted for e-poster presentation only you do not have to bring a paper poster to the congress.*