

## Instructions to Poster Presenters – UKCS 2018/First Pelvic Floor Summit

**PLEASE NOTE THIS VERY IMPORTANT INFORMATION FOR YOUR  
POSTER AT THIS CONFERENCE**

### **1. Please note your poster number and bring it with you to the Conference**

You will find your poster number in the Poster Listing, which is arranged in alphabetical order by abstract title.

### **2. Timings**

Posters should be put into place as early as possible on 18<sup>th</sup> April at the start of the Conference and removed at the end of the Conference on 20<sup>th</sup> April. Presenters of posters are invited to be by their posters during break times through the Conference, to meet and discuss the poster with other participants.

**A prize will be given for the best poster at the Conference.**

### **3. Poster Size and Display**

Posters should be *no larger than A0 size and **MUST be portrait orientation.***

Posters will be displayed on fabric-covered boards and should be designed to be held by Velcro (so not too heavily laminated).

Lettering should be easily readable from a distance of 2 metres. Velcro will be provided.

### **4. Registration**

As set out in the Call for Abstracts, a condition of submission was that all presenters *must register for the Conference* and meet their own expenses.

**The Presenting Author of each accepted abstract must register as soon as possible if they have not done so already. Extended Early Registration rates are available until 16<sup>th</sup> March for Accepted Presenters only (strictly one per poster) – select from the options visible on the first page of the on-line Registration system. After that date, standard fees apply.**

There is no Day Delegate rate because the Registration for the whole Conference is kept to a minimum to keep the event accessible to all levels of professionals. **Please note the Terms and Conditions of registering and paying – there are no exceptions.**

### **5. Reply Form**

Please look out for an E-Mail containing a Reply Slip relating to your poster. For planning and to save unnecessary costs, please complete the Reply Form and return it to confirm that you are able to attend and present at the Conference. We would also like you to confirm the name of the Presenting Author in case this has changed since submission.