



## Guidelines for E-Poster Upload

Each author is asked to upload his/her poster presentation online to our abstract system as electronic version (e-poster). On-site all e-posters will be accessible on screens throughout the entire conference.

The following technical requirements must be observed:

- File: JPG or PDF
- Format: vertical, 16:9
- Resolution: 1920x1080 pixels (Minimum!)

In case this should not be possible, you also have the possibility to submit your e-poster in A0 vertical format (high resolution). Please note that in this case your file will be scaled on the monitor and will therefore appear smaller.

**The deadline for uploading your e-poster is 19 August 2016.**

### Step-by-step to your e-poster submission

- 1) Please go to our abstract system at [ehprg2016.abstract-management.de](http://ehprg2016.abstract-management.de) and log in with your known access key. In case you have forgotten your password, please request a new one by clicking on **“Recover your login - please click here!”**.
- 2) After successful login your abstract(s) will be shown. Please click on the button **“Edit”**. Please note that any changes in the abstract text can no longer be considered as the program book is already in print.
- 3) Please click on the button **“Back to Step 4”**.
- 4) Upload your e-poster as JPG- or PDF-file in point 3. **“Attachment”** and confirm by clicking on **“Next”**.
- 5) Please remember to **“Save”** the whole process.
- 6) You will immediately receive an email including the confirmation of your successful edit.
- 7) After review by our technical department you will receive another email confirming the acceptance of your file (usually within 7 days). If your e-poster does not meet the technical requirements, you will be informed about the necessary adjustments.

If you have any questions, please do not hesitate to contact us.

Questions on technical requirements and submission:

Stefan Regge

Phone: +49 3641 31 16-161

Email: [abstract@conventus.de](mailto:abstract@conventus.de)