

# Cape Town 2019

Innovate,  
Implement,  
Improve:  
Beating the Drum for  
Safety, Quality and Equity

## Guidelines for ISQua Speakers – Poster display

### GENERAL GUIDELINES

Congratulations on having your abstract selected for poster display! We are keen to raise the design standards of conference posters, so remember: **A poster is first and foremost a visual communication.**

Authors must be pre-registered for the conference by **Wednesday 3<sup>rd</sup> July 2019**, in order to display their poster and have their abstract published in the final programme. Click [HERE](#) to register now. The poster location will be published in the final programme, which you will receive when you arrive at the conference.

### POSTER DIMENSIONS

**Poster maximum size:**

Height: 1.80m

Width: 0.90m

Please note that the orientation format of your poster is **Portrait**, see below.

### POSTER DESIGN

- The title of your poster should be at the top, in large letters to get the viewer's attention.
- Posters should then display the abstract number, authors, institutions of origin and contact details (contacts detail optional).
- Your goal is to convey a clear message and support it with a compelling combination of images and short blocks of text.
- All text on the objectives, methods, results and conclusions need to be kept brief.
- Every element, including graphs and tables must be easily readable from a distance of 2 metres.
- Consider how best to use colour, photos, charts and pictures to enhance the information.
- **Bring your poster already printed. There will be no printing services available on site. And we strongly advise you to not use fabric poster as the hanging is more difficult with this material.**

### POSTER DISPLAY AT THE CONFERENCE

- Each poster board is numbered, corresponding with your abstract number. A list will be available onsite with the reference number, poster title and list of authors.
- Fixation: Material will be provided on site at the Conference Poster Desk. Push pins, staples etc are NOT allowed.
- Set-up and dismantle: Authors are fully responsible for the set up and dismantling of their poster according to the schedule given.

# POSTER AWARDS CRITERIA

Posters will be judged by the following criteria:

- Clarity of project and outcomes
- Robust methods and findings
- Relevance to improving quality and safety
- Design - key points clearly stated
- Use of graphics, photos, illustration

## SET UP AT THE CONFERENCE

**From:** 07:30 - 10:00 on Monday 21 October 2019

**Dismantle:** Before 15:00 on Wednesday 23 October 2019

- **Posters should be displayed from Monday 21 - Wednesday 23 October 2019**
- Posters not removed by their authors by 15:30 on 23 October will be taken down by staff and no responsibility can be taken for their safe return.
- Authors of accepted posters are requested to stand by their poster to be able to discuss it with participants during the **'Meet the Poster Presenters' Reception** on: **Tuesday 22 October 2019 from 17:00 – 19:00 and during the lunch break mentioned in your notification letter.**

## E-POSTER

In addition to having your physical poster hung at the conference, your poster will be available on the ISQua website via an E-poster portal. You will receive an email from Multi-E-poster in August with guidelines on how to upload your poster.

### Confidentiality

Submission constitutes your consent to publication of your Poster. **Please inform us if you do not wish** for your poster to be posted on the ISQua web site.

## Sample Poster Outline

