

e-Poster Gallery Look Book

A Guide to Presenting Your
Poster Virtually



DIA GLOBAL
2020 ANNUAL
MEETING

JUNE 14-18

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This Look Book is filled with a multitude of reference information and tips to aid in the creation of your virtual e-Poster presentation!

e-Poster Overview

Learning Formats: e-Posters showcase the research of scientific professionals in a visually stimulating format!



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Maximize Your Time and Create a Custom and Memorable Learning Experience by Mixing and Matching Our Various Learning Formats

← *Didactic/Passive Learning, Larger Audience*

Interactive, Active, and Personalized Learning, Smaller Audience →



DIAMond Sessions

- Acclaimed panelists from around the world representing multiple stakeholders
- Open conversations on today's most controversial topics



Concurrent Educational Sessions

- Panel discussions, didactic presentations, and workshops
- Traditional and interactive educational formats
- 60 minutes
- More than 175 sessions spanning 13 educational tracks



Soapbox Sessions

- TED-style format
- Informal speech with open discussion between the speaker and audience
- 30 minutes



Innovation Theaters

- Exhibitor-led and sponsored
- Held in the virtual Exhibit Hall
- Limited seating
- 20, 30, or 45 minutes



Preconference Short Courses

- Half-day sessions
- Deep-dive into a specific topic area
- Up to 50 attendees
- Traditional and interactive educational formats



Content Hub

- Led by DIA Community Members
- Rapid insight in a relaxed and casual learning environment
- 30 attendees
- 30 minutes



Community Round Tables

- Led by DIA Community Members
- Intimate and conversational discussions based off specific educational sessions
- Carry learning and debate from sessions to real-life application and discussion
- 45-60 minutes

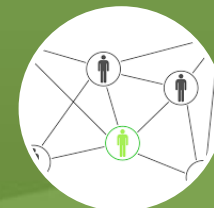


e-Poster Sessions

- A gallery of visually stimulating science and new best practice recommendations
- Research from a diverse group of scientific professionals

Learn More About Our Session Formats at DIAGlobal.org/DIA2020

Why e-Posters?



Professional and Student e-Posters provide an opportunity for methodology (“how to”), case study, and research to be presented to a diverse group of scientific professionals who are actively involved in the discovery, development, and lifecycle management of pharmaceuticals, biotechnology, medical devices, and healthcare-related products.

What are e-Posters?

e-Posters will be featured in an online gallery within the virtual meeting platform that's hosting DIA 2020. e-Poster presenters will upload a PDF of their poster prior to the meeting. Attendees will be able to scroll through and search e-Posters throughout the duration of the virtual meeting.

e-Posters will run continuously during the meeting.

There are no formal or LIVE e-Poster presentations during the meeting.

e-Poster presenters are **required** to upload a PDF of their poster. Presenters are also encouraged to upload the following supplemental materials to further showcase their research and promote a dialogue with attendees.



Self recorded
audio/video file



abstract



handout



contact information

Creating Your e-Poster

Think of your e-Poster as an infographic

e-Poster is just a fancy word for infographic

e-Posters (just like infographics) are graphic visual representations of information, data, or knowledge intended to present information quickly and clearly. They can improve cognition by utilizing graphics to enhance the human visual system's ability to see patterns and trends.

Below is a list of online design templates (both free and low-cost). Explore your options to find a platform that works for you!

Canva: With over 2 million icons, illustrations and stock photos, you'll be sure to find something you can use! Free templates are available to help you get started and try out the platform.

Vennage: For a more data driven platform with advance charts or infographic templates sorted by use and audience, this fee-service is another option to bring your message to life!

PowerPoint: For those wary of new technology, PowerPoint offers custom shapes and SmartArt to guide your design.

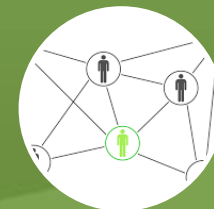
Less is More! Simplicity is key for success.

e-Posters should be self-explanatory. Make your e-Poster easy for the viewer to understand. Viewers must be able to follow and understand your e-Poster without the need for supplemental explanation.

Helpful Tips!

- Avoid excessive detail in the text or complex graphs and tables with excessive numbers. An effective display is a series of brief statements and supporting illustrations that tell a story.
- The flow of your research should be clearly indicated with distinct columns, letters, numbers, or arrows.
- Remember, e-posters are not manuscripts. Limit text to the essentials.
- If detailed explanation is required, prepare a handout or audio/video file.

e-Poster Guidelines



Font

- Use 36 pt font; do not use font smaller than 28 pt.
- Recommended font types: Calibri, Arial, Times New Roman
- For maps, charts, and graph labels use 20-point or larger font. Include the description of the image, chart, or graph.

Background

- Avoid "busy" slide backgrounds.
- Always have high contrast between colors (e.g. background and text).
- Balance text and images.

Size and Format

- Posters should be a minimum size of (4800px W x 3600px H) or (16in W x 12in H @ 300dpi) for best display.
- Use only one slide/page for your e-poster design and save as PDF for upload.

Don't Forget!! All e-Posters must be non-commercial and scientific in nature. e-Posters may not be used as a marketing opportunity. Any mention of drug products must be limited to generic names, and not include logos or brand names in any area of the e-Poster or supplemental materials. Please refer to the [DIA Policy Concerning Promotion of Products and Services from the Podium at DIA Sponsored Programs.](#)

Creating Supplemental Materials

Promote a Dialogue with Attendees

Presenters are encouraged to upload the supplemental materials to further showcase their research and promote a dialogue with attendees. These materials are not required.



Audio/Video File: Record an audio or video walkthrough of your research

- Audio/video recordings should be no more than 5-10 minutes
- If using slides, limit to a maximum of 3 slides
- Best to create and upload as a .mp4 file



Abstract: Share your full abstract instead of cramming it on your e-Poster

- Abstracts should be shared as submitted
- Include headings (Background, Objectives, Methods, Results, Conclusions) to organize your work
- Best to create and upload as a .pdf file



Handout: Elaborate on your findings with additional information

- Share links, data, or other resources that contributed to your research, but don't forget copyright rules
- Best to create and upload as a .pdf file



Contact Information: Make it easy to contact you about your research

- Provide your email address or other contact information to allow viewers to ask questions
- Share your contact information on your poster or handout

DIA Tools for Audio/Visual Presentation

Our scene setting tools help uphold DIA's stance on neutrality by maintaining a cohesive and commercial bias free experience for attendees.

DIA Slide Deck Template

DIA 2020 has a specific slide template, to be used, for all slide presentations (with the exception of regulatory agencies). Regulatory agencies may proceed with their own template.

[Standard Template](#) | [US Agency Template](#)



DIA Virtual Background Options

DIA has created 3 virtual meeting backgrounds for program participants to choose from. Using a DIA background is optional. Please note, while Program Participants may choose to use another background, company branded backgrounds are not permitted.

[DIA Virtual Background 1](#) | [DIA Virtual Background 2](#) | [DIA Virtual Background 3](#)



Next Steps: Registration
and e-Poster Upload

Step 1: Register

If you have not already done so, please register for DIA 2020. The lead author **must** register for the meeting.

The lead author will receive a 10% discount on their registration fees. Please note that this discount does not apply to multiple abstract authors and cannot be combined with other registration discounts. Discounts will be applied during checkout.

Register before Wednesday, May 20 to ensure you receive e-Poster upload instructions.

[Register Here](#)

Step 2: Upload Your e-Poster

Instructions on uploading your e-Poster will be sent on Wednesday, May 20. Only lead authors who are registered for DIA 2020 will be sent these instructions.

Important Deadlines

Deadline	Date
Lead Author to Register for DIA 2020	Before Wednesday, May 20
Upload Instructions Sent to Lead Author	Wednesday, May 20
Upload e-Poster and Supplement Materials	Thursday, June 4
DIA 2020 Virtual Meeting	June 14-18

Questions?

If you have any questions, please contact
Jess Warner at Jess.Warner@DIAglobal.org.

We cannot say this enough

Thank you!

Thank you so much piloting first ever virtual Global Annual Meeting with us. We are striving to get this new experience up and running expeditiously and truly appreciate your willingness to work and support us with this initiative. #adapting