11th International Prader-Willi Syndrome Organisation Conference
6 – 10 July 2022

Guidelines for poster and oral presentations: Professional Providers and Caregivers Programme

Poster Presentations: The title, author(s) and place of work should be positioned at the top of the poster. Diagrams, photographs, and tables may be included. Each presentation should include a brief explanation of the aims, methods, results, and conclusions.

Please print your poster in portrait style in size A0 or 33" x 44" or 841mm x 1189mm.

We will provide you with a number which places your poster within the relevant category in the display. Please fix your poster onto a board in that area, either on Wednesday 6th July from 14.00 until 18.00 or on Thursday 7th July in the morning between 08.00 and 08.30. Fixings will be provided.

Presentation Times

There will be opportunities to present your poster during the coffee and lunchtime breaks on Thursday and Friday.

You may remove your poster from 18:00 on Friday. However, you are welcome to leave your poster for viewing by delegates attending the Parents' programme and the Interdisciplinary programme. If you wish to retain your poster it is your responsibility to remove it before the end of the conference at 16:00 on Sunday 10th July. All posters left after this time will be disposed of.

For your information: contact details for a local printer in Limerick:
Troy Marketing. Email: info@troymarketing.ie
Despatch contact address details will be posted here in dure course.

Oral Presentations: You will be allotted a time slot. Please note you should allow time for questions and answers within this time period.

You will be asked to upload your presentation to the University of Limerick cloud storage facility prior to the meeting. Details will be forthcoming.

You will not be permitted to use your own laptop.

Technicians will be onsite.

If you have media files as part of a PowerPoint presentation, please make sure that these files are saved in the same folder as the PowerPoint file.

Set your presentation slide size to a widescreen (16:9) aspect ratio

We recommend that you arrive to the venue in good time and proceed to the Presenter's area so your presentation can be tested to make sure it will behave as you expect and that we have time to make any corrections. Please also bring a copy of your talk on a USB memory stick in case of problems.

If you are unable to attend (or to send a substitute) please let us know as soon as possible at **conference@ipwso.org** or telephone: +44 (0) 7494 067314

Additional Information

 Podium PCs

- Each of the Lecture Theatres has a PC with Windows 10 64bit
- Microsoft Office 365 is installed on all Lecture Theatre PCs
- Microsoft Edge is available for access to the Internet
- There is a CD/DVD R/W drive in all the PCs
- There is also a suite of Media Players installed and should be able to play almost any media file type
- All the PCs have USB3.0 and USB2 ports.

4 May 2022