

RPS Science and Research Summit 2019 **Guidance for Poster Presentations**

1. Before the Summit

Please make a note of your allocated poster number as this will correspond to a poster board at the event.

We request that you send your poster to the RPS London office prior to the event. Please send your poster to the address below for arrival no later than **Wednesday 16th January 2019**:

**RPS Events Team
Royal Pharmaceutical Society
66-68 East Smithfield
Whitechapel
London
E1W 1AW**

Poster Format

Your poster should be a visual representation of your abstract, and should adhere to the following criteria:

- Poster size should be **A0** (84.1 x 118.9cm). Posters must be prepared in **portrait**.
- The font size for the poster title should be at least **80** points, and in **bold**. The title should be placed towards the top of the poster.
- The font size for the section headers should be at least **32** points, and in **bold**. Headings should include those submitted with your abstract (additional sub-headings are encouraged where applicable).
- The font size for the body text should be **28** points

Poster Content

We recommend that the content of your poster is presented in short concise sentences or bullet points. Visual images or infographics should also be used to enhance the content of the poster where appropriate.

Ensure that the title, author(s) and affiliations are clearly visible at the top of your poster. It is common practice to add your institution logo at the top left of the poster, and any additional affiliations at the bottom. References should be placed towards the bottom of your poster.

Please include the email address, or contact details, of the corresponding author towards the top of your poster. This can include social media contact details (e.g. twitter).

2. At the Summit

Posters will be placed onto allocated poster boards before your arrival. Poster presentations and judging will take place during the lunch break: please stand with your poster during lunch and refreshment breaks. We recommend that you prepare some handouts of your poster which you can distribute on the day of the event.

Please remove and take your poster away with you at the end of the event.

If you need any further information, please contact research@rpharms.com

We look forward to welcoming you to the event.

