

## INSTRUCTIONS FOR PRESENTERS: POSTER DISPLAY

ESMO looks forward to seeing your poster on display for the **Poster display session** and thanks you in advance for your cooperation in following these guidelines:

- Format of the poster is **horizontal** (landscape). The maximum poster size is **190cm width x 100cm height**.
- An optimal lay-out of your poster will attract the attention of other Congress participants. Text should be easy to read at a 1-meter distance. Use colour wherever possible.
- You must include all material to support your presentation, such as tables, drawings, charts and pictures.
- Due to current scrutiny regarding financial transparency, **IT IS STRICTLY MANDATORY** that you dedicate a section of your poster to any conflict of interests you need disclose, even if to confirm that you have nothing to declare.
- QR (Quick Response) and/or AR (Augmented Reality) and text key codes are allowed in the poster, however, although ESMO accepts that these may go to a commercial/branded website, we suggest avoiding links to websites containing blatant product advertising. If you intend adding a QR or a text key code to your poster, please add the following disclaimer notice: "*Copies of this poster obtained through QR (Quick Response) and/or text key codes are for personal use only and may not be reproduced without written permission of the authors.*" Please also refer to the IMPORTANT NOTICE further down.
- If the study has received funding, this must also be acknowledged on your poster, "Study sponsored by..."
- At the bottom of the poster, please include your and/or the corresponding author email address. This will prove especially useful if another Congress participant wishes to contact you about your work. Having copies of your material for onsite distribution is also a good means of communication.
- Please see <http://www.esmo.org/Conferences/ESMO-2019-Congress/Programme> for schedule details.

### IMPORTANT NOTICE

In order to respect CME and ESMO compliance policy for scientific balance and impartiality, ESMO will assign auditors to all presentations given during the official ESMO 2019 programme. This will apply to all presentations made throughout both the educational and scientific program, including all abstract-related sessions: Proffered Papers, Poster Discussions and Poster Displays.

Posters may not present a commercial bias or use clearly identifiable commercial templates. The ESMO reviewers will be responsible for advising the Scientific Committee of any inappropriate commercial bias, promotion or branding unless clearly stated in a balanced and objective manner.

## **E-POSTER, USB & POSTER PRINTING**

ELSEVIER B.V. has been appointed by ESMO to contact you to in order to give you information about the following services:

- **Electronic Poster (ePoster):** In addition to your mandatory paper poster, you will have the option to include an ePoster version available electronically via searchable screens located in the **Poster area of Hall 4**.

ePosters will be also included in the **Poster USB** distributed onsite.

Inclusion of your poster in the ePoster and USB service is free of charge and is NOT mandatory.

**PLEASE NOTE:** ePosters are **NOT** a replacement for paper posters. All poster presenters must print their poster according to the size cited above and hang it in the dedicated poster area.

- **Printing:** ELSEVIER B.V. will also provide a poster printing service upon payment ([posters@ReedElsevier.com](mailto:posters@ReedElsevier.com))

## **POSTER DISPLAY INFORMATION**

- Please hang your poster **bearing the final publication number (FPN)** in the dedicated **poster area of Hall 4** on the day scheduled in the programme. Posters will be displayed for viewing on 1 full day according to final category.
- Poster boards allow for the use of double-sided tape only. ESMO will provide double-sided tape in the poster area.
- Your presence is required during the Poster lunch on the day indicated in the online searchable programme and in the schedule below.

## **POSTER DISPLAY SCHEDULE PER CATEGORY**

### **Saturday, 28 September 2019**

Basic science  
Tumour biology and pathology  
Developmental therapeutics  
CNS  
Haematological malignancies  
NSCLC, early  
NSCLC, locally advanced  
NSCLC, metastatic  
SCLC  
Thoracic malignancies, other  
Sarcoma  
Palliative care  
Psycho-oncology  
Supportive care

### **Sunday, 29 September 2019**

Breast cancer, early  
Breast cancer, locally advanced  
Breast cancer, metastatic  
Gastrointestinal tumours, colorectal  
Gastrointestinal tumours, non-colorectal  
Gynaecological cancers  
Endocrine tumours  
Neuroendocrine tumours  
Thyroid cancers

### **Monday, 30 September 2019**

Biomarkers  
New diagnostic tools  
Translational research  
Genitourinary tumours, prostate  
Genitourinary tumours, non-prostate  
Head and neck cancer  
Immunotherapy of cancer  
Melanoma and other skin tumours  
Public policy

## POSTER HANGING AND REMOVAL TIMELINE

Please note below the time when you must hang and remove your poster on the day scheduled in the programme. Removal of all used tape would be highly appreciated. ESMO does not bear any responsibility for returning uncollected material to the authors.

07:30-09:00	Hang your poster on the poster board in <b>Hall 4</b> bearing your final publication number (FPN)
09:00-17:00	Poster on display
Saturday, 28 September: <b>12:00-13:00</b> Sunday, 29 September: <b>12:00-13:00</b> Monday, 30 September: <b>12:00-13:00</b> (According to your poster category)	Your presence is required in front of your poster to discuss your study with other participants and with the session Chair. The session Chair will also assign the <i>Best Poster Award</i> of your session
17:00-18:30	Remove your poster
18:30-19:00	Congress staff will remove and dispose all posters left on the boards

## ESMO 2019 NO-SHOW POLICY

The abstract's first and presenting author who, without notice, is absent during the Poster display session when his/her poster is presented will be barred from having abstracts accepted for the following two ESMO Congresses.