#### INSTRUCTIONS FOR POSTER PRESENTERS

Version: 20-06-2024

# LUNG IN VITRO EVENT 20-21 for innovative & predictive models

## INSTRUCTIONS FOR POSTER PRESENTERS

This summarizes the key details for your LIVe2024 poster presentation.

Please carefully review the information provided.

# **1. BEFORE THE CONGRESS**

#### **Scientific Programme**

The schedule and times of the poster presentation are as follows:

#### Day 1 (June 20):

- Poster hanging: 8:30 AM
- Poster removal: 5:20 PM

#### Day 2 (June 21):

- **Poster hanging:** 5:20 PM on **Day 1.**
- Poster removal: Event closure at 5:05 PM

Poster viewing will take place during the breaks, lunches and during the welcome reception in the poster area.

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#### Poster Day 1, June 20

#### Poster Day 2, June 21

Victor Karetsky	Denisa Balkova
Takao Ashika	Japhette Kembou- Ringert
Rob Vandebriel	Laurie Perdigon
Aurelia Alunni	Stefano Palea
Sreyoshee Sengupta	Mery Marimoutou
Juliana Carrilio	Gunnar Husmann
Arno Gutleb	Flora Archambault
Sandra Verstraelen	Niklas Pallman
Albane Carre	Laure Mahieu
Anais Horckmans	Isabel Wegner
Ruariadhri Jordan	Shyreen Hassibi
Marilena Etna	Marcia Oldenburger
Laurent	Samuel Constant
Jenny Horndhal	Andreas Stucki
Maxim Marfin	Rhamiya Mahedran
Manon Barthe	Michael Hollings
Jorge Periera	Beatrice BUI
Giulia Raggi	Takao Ashkaga
	Ian Sorrell
	Giulia Raggi

## Programme booklet

A digital program booklet will be available to all congress participants; listing the title, name of the presenting author, and all other authors for each presentation. Your submitted abstract will be published in the booklet. Changes in the abstract as well as adding author names is not possible anymore.

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## Registration

All presenting authors of LIVe2024 are obligated to register for the congress. Please kindly note that it is required to register and pay before 7 June 2024 to be guaranteed a spot in the Scientific Programme.

Please use the following link for more details about the registration fees and to register for Llve2024: <u>https://www.epithelix.com/live2024</u>

## Travel

LIVe2024 will take place at the Hyatt Regency Palais de la Méditerranée, 13 Promenade des Anglais, Nice, France, 06000.

For more information about how to get to the venue, please visit the congress website by clicking <u>here</u>.

# 2. PREPARING YOUR POSTER PRESENTATION

## Content and language

Presenters are fully responsible for the content of their poster (order, graphics, etc.). All posters must be in English, as English is the official language of the congress. Prepare

the poster at home and bring the printed poster to the congress. The congress does not provide a poster printing service.

## Presentation formats and duration

All posters must be printed in portrait orientation. The format for posters is A0 (width: 84.1cm / 33.1in; height: 118.9cm / 46.8in). There is room for 1 poster per poster board. All accepted poster presentations will be published on the congress website soon and can be found.

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Important:

• The text, illustrations, etc. should be bold enough to be read from a distance of two meters.

• Material for attaching the poster will be available in the poster area for hanging posters. Staff will also be in the poster area to assist you with your poster location. Putting up the poster should be done by each author.

• The poster hanging is on a first come first served basis.

There are no further specific format and layout requirements of the organization.

## **3. DURING THE CONGRESS**

## Arrival at the congress

Once you arrive at the congress, you can pick up your badge and congress materials at the registration desk. Proceed to the poster area to hang your poster. Material to hang your poster will be provided at the congress location.

Poster presenters are requested to stand next to their posters for discussion during the poster sessions which will take place during breaks and lunches on all congress days. All posters for Day 1 should be set up before the congress starts on the first day.

Posters should be dismantled at the end of the day and the posters for Day 2 should be set up.

All posters should be dismantled at the end of the congress. If the poster is not collected it will be discarded after the congress.

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# 4. QUESTIONS OR CANCEL POSTER PRESENTATION?

If for any reason, you are unable to attend or if you have any questions, please contact the congress secretariat

Klinkhamer | conferences & events via <u>helpdesk@klinkhamergroup.com</u>.

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