GUIDELINES FOR UPLOADING DIGITAL POSTERS

UPLOADING YOUR DIGITAL POSTER

1. Click on the link https://daa2018-c10000.eorganiser.com.au/index.php?r=site/login
2. Log in and enter your Email Address and Password.
   (Please note you will need to log into the same account where you submitted your abstract.)
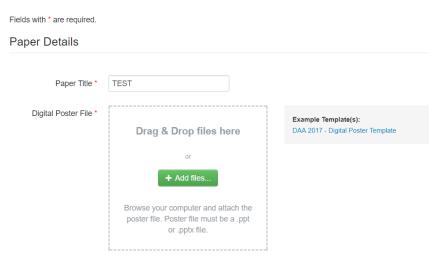3. Click "Submit Digital Poster".

In the drop down select your Presentation Name.

4. After you have chosen your Presentation Name, click "Submit Digital Poster".
5. Click "Choose file" and upload your presentation. Once the presentation file has been uploaded, click Submit to finish.

PRESENTATION GUIDELINES

Digital Poster must be submitted using the template available for download on the Digital Poster submission page. You can also download a template here.

When creating your Digital Poster, please follow these guidelines:

- All Digital Posters must be submitted in either **.ppt** or **.pptx** format.
- Formats from Microsoft Office 2010 and 2013 will be supported.

- You are limited to a maximum of 4 slides within your Digital Posters, organised as you wish (e.g. one for Title, Introduction & Methods, two for Results and one for Summary & Acknowledgements).
- All Digital Posters must be submitted using the provided template and in 16:9 portrait orientation.
- JPEG or PNG is the preferred file format for inserted images. **Please be mindful of any copyright issues of photos used when creating your poster.**
- Submitted poster file in .ppt or .pptx format must not be larger than 50MB.
- Font – Arial, Verdana, Tahoma and Times New Roman are recommended.
- Font size – headings should be between 30 – 40 points and content 14 – 20 points.

Please note: It may take up to an hour for the Digital Poster to be processed and you will receive an email when the upload is complete. Please ensure you log in to check the artwork is correct. You will have an opportunity make amendments until **Friday 11 May 2018.**

DECLARATION OF INTEREST

All financial support for the work and collaboration must be acknowledged as part of the presentation.

Thank you for your help in making the Dietitians Association of Australia 35th National Conference 2018 a success. For further details or assistance, please contact the Conference Managers.

Dietitians Association of Australia – 35th National Conference Managers
Level 10/51 Druitt St, Sydney NSW 2000 Australia
Tel: +61 2 9265 0700 / Fax: +61 2 9267 5443
Email: dietitians@arinex.com.au