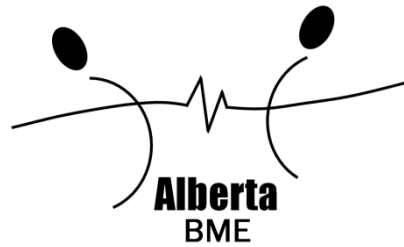


21st Annual Alberta BME Conference 2020
Poster and Podium Presentation Information
(Presenters and Judges)



1. GUIDELINES FOR ALL PRESENTATIONS

- BE CREATIVE!
- Make use of pictures, graphs, and tables instead of text.
- Ensure slides/poster is easy to read by making text big enough and with good contrast to background.
- Ensure the important points, such as objectives, hypothesis, and relevance of work are made clear.
- Know who your audience is. Don't use jargon, explain all acronyms, and don't lose your audience in too much detail.
- Be prepared to answer questions on your poster / presentation.

2. POSTER GUIDELINES

- Create your poster as a one-slide PPT (or similar application) and record a three-minute presentation explaining your poster. Guidelines for recording audio as part of a PPT presentation can be found online.
- Guide your reader through your project using an appropriate poster layout and simple language.
- Make sure your poster conveys its message independent of your verbal explanation.
- Posters will be due prior to the start of the conference, so that they may be reviewed by attendees in advance of the conference.

3. PODIUM GUIDELINES

- **ALL oral presentations must be 8 minutes and will be presented via Zoom**
- **A question and answer period will take place following each session for all presentations simultaneously**
- Clearly state objectives, hypotheses, and relevance of work.
- Don't repeat what is on your slides, supplement it.
- Start working on your presentation early and leave time to refine it.
- Presentation time slots will be distributed closer to the meeting dates.
- All presentations should be in PowerPoint.
- Presentations will be shared from the presenter's screen.