

Guidelines and Information for Poster Presenters

Important dates

Until March 1st:	Submitting a poster proposal
From beginning of April:	Confirmation of accepted poster and registration of presenter
Until August 31st:	Submission of a presentation video for event app and submission of poster as PDF (upload on website)

In 7 steps towards your poster presentation

- Step 1: Receive a notification of acceptance
- Step 2: Reconfirm your poster
- Step 3: Register as poster presenter
- Step 4: Read the guidelines concerning the poster
- Step 5: Submission of poster print data
- Step 6: Submission of video file
- Step 7: Be available to answer questions during the event and take the poster with you afterwards

Participation at the Aachen Colloquium

- Participation in the Aachen Colloquium is free of charge for one speaker per poster presentation.
- The participation of co-authors is charged, a separate participation registration needs to be done online beginning in May.

Poster

- Language of poster: English
- Format of poster: PDF, Size A0, portrait (84,111 x 118,913 BxH, in cm)
- The poster will be printed for you and can be taken home after the event ends.

Video presentation

- Length: 5 - 10 minutes
- Language: English
- The video will be uploaded on the event app.
- The video is made available to us via an external link (YouTube, Vimeo, etc.). If this is not possible, please provide us with a file containing the following data:
 - Video file: mp4, m4v, mkv
 - Maximum size: 3GB
 - Maximum resolution: HD (1920 x 1080 px)