



INFORMATION FOR POSTER PRESENTERS

INTRODUCTION

The Congress Committee would like to thank you for accepting the offer to present a poster at the upcoming International Orthoptic Congress (IOC) 2025 to be held in person at the Brisbane Convention Centre, Australia from 27 – 29th June, 2025.

This document has been prepared to assist you with planning a successful poster presentation.

CHECKLIST

What?	How?	When?
Register for the Conference. All presenters must register and pay for the Conference.	https://ioc2025.com.au/registration/	Friday 28 February 2025
Review your poster details online including title & author	https://ioc2025.com.au/ Please note: Posters list will be available online after March 21st	Monday 31 March 2025
Organise the printing of your poster	Information on our preferred supplier is below	Prior to the Congress

REGISTRATION

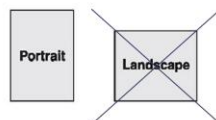
All poster presenters must register, pay the applicable registration fees and be able to present at the Congress or organise a replacement in order to remain in the program. Poster presenters who fail to pay registration fees risk being removed from the program at the discretion of the program committee. There is no reduced registration fee for poster presenters. Please go to the registration page on the Congress website to register: <https://ioc2025.com.au/registration/>

POSTER SPECIFICATIONS

All posters should be a visual presentation of your submitted abstract. Posters must meet the following criteria:

Dimensions

- The poster must be A0 size (841mm x 1189mm)
- Orientation of your poster MUST be in **portrait style**



Set Up

Please arrange to print your poster and bring it with you to the ASM (or arrange for it to be printed by the recommended poster printer).

All posters must be up at the beginning of the day on Friday 27 June 2025. You may set them up from 8.00am in the Exhibition Area and we recommend that they are up by 10:00am at the latest in readiness for the first tea break.

It is your responsibility to attach your poster to the display board. Please bring velcro to attach your poster to the display board. No other fastening devices (example sticky tape) can be used.

A poster attendance card will be provided at each presenting author's poster board. You will have the opportunity to speak with delegates about your poster during the catering breaks.

There is also space on the card to provide contact details should delegates wish to discuss your poster with you further. Providing your contact details is optional.

Removal of posters

Posters must be removed by 4:00pm (end of afternoon tea) on Sunday 29 June 2025.

Posters that are not removed by 4:00pm will be disposed of. The organisers take no responsibility for any posters that remain up after this time.

POSTER PRINTER

For presenters who wish to have their posters printed and delivered to the Congress venue (BCEC) prior to the commencement of the Congress, SNAP Printing in Brisbane can provide this service for a fee of **\$79 plus GST**.

Instructions:

1. Ensure your poster is formatted to **AO portrait (1189mm (h) x 841mm (w)) and PDF is print ready**

2. Save your artwork as a high-resolution PDF file at 1189mm (h) x 841mm (w) and email to: info@snapbris.com.au by **Wednesday 18th June** and clearly state in the email:

EVENT NAME: IOC 2025

PRESENTER NAME: <insert your name>

VENUE: BCEC

4. Arrange payment directly with **SNAP Brisbane**

If you utilise this service, please collect your poster/s from the Registration Desk and hang it up on the poster board in the Exhibition Area.

HANDOUTS

If you wish to provide materials for delegates at the congress, you need to bring these with you as there will be limited photocopying facilities at the congress. These handouts must be attached to the poster board and not left on the floor. Any handouts found on the floor will be discarded.

POSTER PROGRAM

The poster program can be viewed on the congress website under **Poster Program**.

All poster presenters will need to visit the registration desk when they first arrive at the congress to collect their name badge and other materials. Your allocated poster number will be displayed on the Poster Program. Please ensure that your poster is displayed on the correct numbered poster board. Do not place your poster in an alternate location.

ON THE DAY

VENUE

Forums: Thursday 26th June, 2025

Conference: Friday 27 – Sunday 29 June, 2025

Venue: Brisbane Convention and Exhibition Centre

REGISTRATION & NAME BADGES

Registration Desk: Visit the registration desk to collect your name badge

Opening Hours:

Day	Hours
Thursday 26 th June, 2025	7.30am – 3.30pm
Friday 27 th June, 2025	7.30am – 3.30pm
Saturday 28 th June, 2025	7.30am – 3.30pm
Sunday 29 th June, 2025	7.30am – 3.30pm

FURTHER INFORMATION

If you require any further information about registration, program or venue, please contact the Congress Office at ioc@thinkbusinessevents.com.au or call on + 61 3 9415 1350.

TIPS FOR PREPARING YOUR POSTER

Designing the Poster

Posters can be designed using computer programs such as PowerPoint™, Corel Draw, or Adobe Illustrator. Professional designers deem that text of any more than 950 words is too much to put on your poster.

Given the distractions that occur while reading posters, the poster should not contain large blocks of text. Neither should the poster contain long sentences. If possible, the sections should rely on images: photographs, drawings and graphs. Posters should be well laid out, professionally and visually appealing, with a balance of text, graphics and neutral space.

Poster made up of multiple pages will not be accepted.

Fonts

We recommend sans serif fonts to enhance readability (ones without the little stalks on the end). Ex:

tahoma arial comic sans

Suggested font sizes are as follows: title 85 - 210 point; author names: 56 point; headings 36 point; paragraphs: 24 point; captions 18 point.

The poster should easily be read from at least 1.2 to 1.8 metres away.

Colours

Avoid using contrasting colours that are opposite on the colour wheel (i.e., orange and purple or green and red) because these combinations contrast too much and are difficult to read.

The following examples are colour tones that provide adequate visual contrast to enhance readability:



Spacing and Images

Have enough blank space; too much text without breaks is overwhelming.

Use a minimum of 2cm margins around the edge of the poster and ensure that there is at least 8-10 cm space between columns.

Insert photos or graphics, but do not insert too many images, or images without a clearly linked explanation to the topic.