

PharmaSUG 2015 - Frequently Asked Questions for Poster Authors

1. As a poster presenter, do I still need to write a paper?

Yes. Like presenters in other sections, poster authors must submit a paper that conforms to the PharmaSUG 2015 Paper Guidelines (available at www.pharmasug.org). A poster is not a substitute for a paper, but is a visual presentation that should complement the content of your paper. Your paper should also be able to stand alone as it will be included in the conference proceedings but the poster itself will not.

2. Do I need to upload my final poster into the online paper submission system?

No. Bring your printed poster with you to the conference (or make other arrangements to get it there). However, you do need to upload your final paper into the online paper submission system by April 3, 2015.

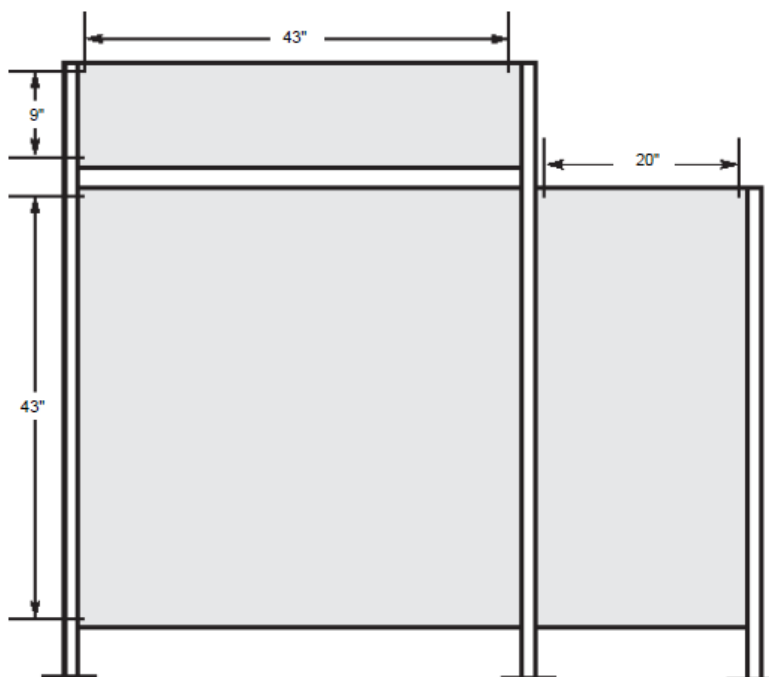
3. Who handles printing of my poster?

You are responsible for the production and transportation of your printed poster (with the exception of the poster title – see below). Any expenses incurred are your responsibility.

4. What size should my poster be?

Our poster boards have three separate panels (see diagram below). The main panel has a usable area 43" square. The side panel is 20" wide and 43" tall. You may decide how to split your poster content between these two panels, or whether to use the side panel at all. The panels are separated by a metal bar.

There is also a top panel for the poster title. PharmaSUG will provide a poster title on-site that will be placed on this top panel. You should still include your title and paper number somewhere on your poster so that it can be identified if need be.



5. Where will the posters be displayed?

The PharmaSUG 2015 Poster Gallery will be located in the Demo Room and Exhibit Area in the Oceans Ballroom. This 12,000+ square foot ballroom will also include numerous exhibits and booths from SAS and other industry vendors, a demo theater, refreshment breaks, and more. The central location should provide good visibility and foot traffic to the poster displays.

6. On which board do I hang my poster?

Poster boards will be assigned by the section chairs. A banner pre-printed with your poster title will be placed in the top panel of your assigned board. Hang your poster on this board. A volunteer will be available in the poster area to help you locate your assigned poster board.

7. How do I attach my poster to the poster board?

PharmaSUG will provide Velcro dots for hanging your poster. You will be responsible for hanging your poster at the start of the conference as well as removing and disposing of your poster afterwards.

8. When can I hang my poster?

We will be setting up the Demo Room and Exhibit Area throughout the day on Sunday, May 17. Once the poster boards are setup (usually early-to-mid afternoon), you are free to hang your poster. A volunteer will be available to provide instructions and necessary materials. If you have trouble locating the appropriate volunteer or are unsure whether it is okay to hang your poster, please ask at the registration desk just outside the Oceans Ballroom.

9. Do I need to attend the Presenters and Volunteers Meeting?

Yes. Please plan to attend the Presenters and Volunteers meeting on Sunday, May 17, at 5:00pm to meet with the Posters section chairs. If you cannot attend the meeting, please make other arrangements with the Posters section co-chairs.

10. Will I have an opportunity to present my poster to attendees?

Yes. All poster authors are asked to be at their poster displays between 2:30pm and 3:30pm on both Monday, May 18, and Tuesday, May 19. This will provide an opportunity for conference attendees to ask questions and interact with the authors.

11. Can I provide handouts?

Yes. You may provide supplemental handouts if you wish. We recommend you bring at least 100 copies. Space will be provided for you to leave these handouts during the conference.

12. Will my poster be judged?

Yes. The section chair(s) will evaluate each poster in order to determine the winner of the Best Poster award. The winning poster will be announced (along with winning papers from other sections) at the closing session. The winner is chosen at the sole discretion of the section chair(s) and/or their designee(s).

13. When can I remove my poster?

You may remove your poster between 8:00am and 11:00am on Wednesday, May 20. Posters which are not removed before the official close of the Demo Room and Exhibit Area will be discarded. PharmaSUG and SAS are not responsible for any posters that are unclaimed by the closing and are discarded.

14. What if I have more questions?

Please contact the Posters Section Co-Chairs, Gary Moore and Nina Worden, at posters@pharmasug.org.