

TRIOLOGICAL SOCIETY 2019 Poster Guidelines and Templates

The Triological Society has partnered with Genigraphics to provide poster session services for the 2019 Combined Sections Meeting, January 24-26, 2019, at the Hotel del Coronado in Coronado, CA.

Clinical and research posters are an integral part of the meeting. All Triological Society posters will be available for viewing online at www.researchposters.com (Conference Code = TS2019). The ePoster session will go live on January 24, 2019 and remain available as a permanent online archive. In addition, each poster board position will have a label with a QR code that links directly to your online ePoster. Therefore, electronic submission of all posters is **MANDATORY**. There is no charge for submitting your file and the process takes only a few minutes.

Go to www.genigraphics.com/TRIO to find the poster session schedule, poster format requirements, free PowerPoint templates pre-sized for this meeting, ePoster upload instructions, and special offers for printing and hanging your poster.

Important Poster Session Events:

Poster sessions will be held in Exhibit Hall at the Hotel del Coronado.

Event	Wednesday Jan 23rd	Thursday Jan 24th	Friday Jan 25th	Saturday Jan 26th
Poster Set-up	3:00pm – 7:00pm			
Poster Session		7:30am – 5:00pm	7:30am – 12:30pm	7:30am – 1:00pm
"Meet the Authors"				5:30pm – 7:00pm
Poster Removal*				7:00pm – 7:30pm

All times are listed for Pacific Time Zone.

***Posters not picked up by 7:30pm Saturday will be discarded.**

Poster Format Requirements:

Your poster must meet these guidelines, or use one of the templates at www.genigraphics.com/TRIO.

- Posters must be **no larger than 44" tall by 44" wide**.
- A copy of the abstract must be incorporated into the poster or may be attached to the upper left-hand corner of the panel.
- A section at the top of the poster must contain the Title, Authors, and Affiliations.

ePoster File Submissions:

All presenters are **REQUIRED** to submit their poster files for the ePoster session.

- Files must be submitted no later than **1:00 pm Central Time on Wednesday, January 16, 2019**.
- Files must be in PowerPoint (.ppt or .pptx) or Adobe Acrobat (.pdf) file format.
- Fonts other than standard Windows TrueType must be embedded in the file.
- Once you have your poster file prepared, proceed to www.genigraphics.com/TRIO to upload your file as an ePoster. You will have the option to order a printed poster at the end of the upload.



Genigraphics®

PO Box 860111
Shawnee, KS 66286
800-790-4001

TRIOLOGICAL SOCIETY Poster Printing by Genigraphics®

Poster Printing:

All presenters are **REQUIRED** to display a printed poster at the meeting. You can arrange your own printing or have your poster printed through Genigraphics — where every order receives a free Design Review by one of our production specialists. Posters can be shipped anywhere in the US or Canada, or check the box on the order form to have your poster delivered directly to the meeting.

Order your poster print by **1:00 pm Central Time on Wednesday, January 16, 2019** to take advantage of our "Plan Ahead" pricing. RUSH orders will be accepted until 1:00 pm Central Time on Monday, January 21st.

POSTER HANGING SERVICE - A Genigraphics Exclusive!

Select the option on the order form to have Genigraphics hang your poster at the meeting. There is a \$19.95 fee for this service. We will locate your assigned space and hang the poster on the panel prior to the start of the poster session. If you've ordered handouts we will leave them at the base of the display. Poster carry tubes will be labeled with your name and poster number and held at the Poster Service Desk.

If you are having Genigraphics ship your poster directly to the meeting and you will be hanging it up yourself, please see a Genigraphics representative at the Poster Service Desk in the Exhibit Hall (right next to the poster session area). Pick up times are as follows:

- 3:00pm to 7:00pm Pacific time on Wednesday January 23rd
- 7:30am to 9:00am Pacific time on Thursday January 24th

All posters must be on display by 9:00am Thursday and remain in place through 7:00pm Saturday.

Poster Print Price Guide:

Sample Genigraphics pricing* for a standard 44" x 44" poster:

- Premium Matte Paper = \$87
- Photo Glossy Paper = \$99
- Gloss Lamination = \$121
- Matte Lamination = \$129
- Foldable Fabric = \$141
- Poster Carry Tubes = \$25.00
- Poster Hanging Service = \$19.95 for 1st poster, \$10.00 for each additional poster
- Return Shipping = \$35.00 for 1st poster, \$7.50 for each additional

*Valid for orders placed 6pm Central on Wednesday, January 16th under the "Deliver Direct to Conference" or "Plan Ahead" Turnaround options. Go to www.genigraphics.com/TRIO to view complete pricing options.

If you have any questions regarding poster session services for the 2019 Combined Sections Meeting, please contact Genigraphics at **1-800-790-4001** (US & Canada). Overseas customers please call: +(1) 913-441-1410. Or send us an email at info@genigraphics.com.



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