SRHE Annual International Research Conference 2021
Virtual Poster Session Presenter Guide

For poster sessions at the SRHE conference, we will be using virtualpostersession.org: please click here to view the 2021 SRHE Virtual Posters.

We at SRHE will create the sessions into which you can upload your poster; you will receive an email inviting you to do so. Please fill in the requested information, including:

- Poster title
- Author(s)
- Institution (affiliation)
- Presenter's name and e-mail address
- A PDF version of your poster (no larger than 25mb). If you need more time to complete and upload your poster, you can save your changes and return to this page later.
- All other fields (e.g. a link to a video presentation) are not required.

Once you have completed the relevant information, click 'submit' at the bottom of the page. You have the option to 'preview your paper' if you would like to see how the information you have entered will appear.

Creating your poster
- Virtual poster session has a guide to creating and uploading a poster available here: https://virtualpostersession.org/UserGuide_VirtualPosterSession_2020-10-19.pdf
- Video guides are available at https://virtualpostersession.org/.

Poster sessions are scheduled for Tuesday 7th December (9-10am UK time) and Thursday 9th December (5-6:30pm UK). During these times, all poster presenters are invited to be available for live discussion with conference attendees. There is also a way for attendees to interact asynchronously with your poster – details below.

- You will need to **upload your poster** prior to the session. Once you have received the email from Virtual Poster Session, scroll to the 'your poster' heading, then use the 'choose file' button to upload a PDF of your poster.

- After you have pressed **submit** – which also saves your progress – you can preview what your poster will look like poster by on the 'preview your poster' button. You will then be taken to a screen with your poster, abstract, and some of your details.

- The SRHE team will make the relevant Zoom link available both in virtualpostersession and via e-mail the day prior to each session. Viewers will be able to scroll through a preview of all available posters (here) and read titles and abstracts for those posters. Attendees can come to the Zoom room to chat with poster presenters by clicking **'chat with presenter'**.

- **Participants also have the option to use the 'join the discussion'** button which allows them to post comments and questions without joining the Zoom. You may want to respond to these as they are asked, or at a later time.

- Providing a **video** to accompany your poster is not required, as we are encouraging delegates to engage with your poster live during the two sessions scheduled on Tuesday 7th and Thursday 9th December. If you do wish to add a video however, you are welcome to do so by adding the link to your video recording to the 'Pre-recorded Video URL' field.