

# Instructions for e-poster presentations

E-poster presentations will be available for viewing through the poster gallery throughout the conferences. Each e-poster will consist of a 1-page JPG image file and an optional up to 3 minutes long embedded video description prepared by the author. The participants will be able to chat with the poster presenter through the virtual platform. The author can provide an optional virtual meeting link for online discussion of the poster. The author should be available for chat on the virtual system during the prespecified time for poster viewing session.

## Technical specification for e-poster preparation

Please upload your e-poster as a 1-page static image file in your RSU Research Week 2021 conference profile in portrait orientation. **You can download the Powerpoint templates for each conference:**

1. **University Teaching and Learning**
2. **Society. Health. Welfare**
3. **Knowledge for Use in Practice**
4. **PLACES**

- Language: All E-Posters should be prepared in English. File format: .jpg or .png (minimum resolution 1080x1920)
- E-Poster orientation: portrait (vertical)
- Hyperlinks, animated images, animations, and videos are not permitted for e-posters and will be non-functioning
- When you have finished your poster using our .PPTX template, please select File Save As, choose "JPEG (\*.jpg)", "PNG (\*.png)" as file format and click Save
- Upload your .jpg file in your RSU RW 2021 conference account by choosing "My profile"
- We also advise you to upload an additional PDF version of your poster as a downloadable file in your profile if your poster contains detailed schemes and graphs that require higher resolution

To ensure proper visibility, use font size of at least 16 points or larger. To test your poster before you upload it, print it for proofreading on paper (A4 size) and if it reads clearly from one meter then your electronic version will look fine.

## Adding an embedded video description to you e-poster

Record a video of up to 3 minutes long and upload it to any video sharing (Youtube, Vimeo etc.) or cloud storage (OneDrive, Google Drive etc.) service, copy its link and embed it in your poster's profile on RSU RW 2021 conference platform.

## Messaging with e-poster authors

You can chat with e-poster authors by posting a comment under the e-poster in the author's RSU RW 2021 profile page.

## Virtual meeting with e-poster authors

Each author can provide an optional virtual meeting link (Zoom, MS Teams, Skype etc.) on their e-poster page in RSU RW 2021 profile. By clicking the provided link, you can discuss the e-poster with the author during the poster viewing session.

## Proprietary

By uploading your e-poster, you agree to having it published on the RSU RW 2021 virtual platform and freely accessible to all participants.

## Access to virtual platform

You will receive the access and instructions for the virtual platform until 5 March. This will automatically assure your registration to RW2021.

## Deadline

The deadline for uploading your poster presentation is **14 March 23:59**