

ELECTRONIC POSTER PRESENTATION SUBMISSION GUIDELINES

1. Instructions for Preparing E-Posters

All posters accepted for the 23rd International Conference on Oral & Maxillofacial Surgery (ICOMS) 2017 will be displayed in digital format only. Poster authors need not to prepare nor print out any paper-based posters for ICOMS 2017. All E-Posters are subject to review by the ICOMS 2017 Scientific Committee. The Committee reserves the rights not to display E-Posters with inappropriate content.

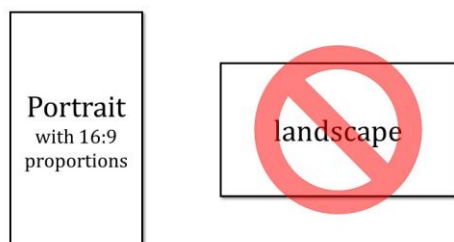
Deadline for E-Poster Submission: **Friday, 10 March 2017, 18:00 hrs (HK Time)**
Submission Link: www.icoms2017.com/en/system-abstract-list.php

2. Designing Your E-Poster

2.1. General Setup

- All poster display monitors will be set in **portrait style orientation** (i.e. “vertical orientation”, Fig. 1).
- All information (i.e. text, data, photos, and static figures) must be designed to appear within **ONE page** only.

Fig. 1: All E-Posters will be displayed in portrait orientation (i.e. vertical) with 16:9 proportions.



E-Poster File Format

Single-page PDF file / JPEG file (1080 pixels W x 1920 pixels H)

Fonts and Sizes

- 8 point font is recommended as the minimum font size
- Avoid large blocks of detailed text (**no more than 800 words** of text in your poster)
- **Embed the font version** when saving your file
(Tools → Save Options → Embed Fonts in File → Embed All Characters)

2.2. Essential Information to Include on E-Poster (see Appendix)

- Title
- Name(s), affiliation(s) and country of author(s)
- Content (Introduction; Objective; Result; Conclusion)
- Declaration of conflict of interest for author(s)

2.3. Items Prohibited on E-Poster

- **DO NOT** include the official logos of ICOMS 2017, IAOMS or HKAOMS on your E-Poster
- **DO NOT** include an industry logo on your E-poster (i.e. commercial company logo)
- Drugs, devices, products, and services should be identified by **generic name only**
- **NO video or animation** to be included into E-Posters
- All E-posters must **avoid commercialism**

2.4. Images

- Keep the file size of the image(s) with **minimum resolution of 72 dpi**
- All color photos and graphics with an RGB color profile, not CMYK
- Please subsample or crop the large image
- Avoid low-resolution images that appear jagged or pixelated on your computer monitor

3. Submitting Your E-Poster (PDF / JPG Format Only)

Step 1: Log into your online account at <http://www.icoms2017.com/en/system-my-account.php>

Step 2: Click “Abstract Management” in the left menu bar

Step 3: Click the “Upload E-Poster” button to submit the E-Poster for your accepted abstract(s)

Step 4: Upload the **PDF/ JPEG file** of your E-Poster with **file size not larger than 3MB**.

Important Note:

For any modifications, only the latest version of your submitted files via online will be treated.

4. Enquiry

For the guidelines, please click: www.icoms2017.com/en/call-for-abstracts.php for details.

For enquiries, please contact:

ICOMS 2017 Conference Secretariat

c/o LLink Limited

Tel: +852 2566 2889

Email: icoms2017-abstract@llink.com.hk

APPENDIX: SAMPLE OF E-POSTER

DIGITAL WORKFLOW IN ORTHOGNATHIC SURGERY

(all capital letters, at least 18 pt.)

K.C. Chow, Dental Implant and Maxillofacial Centre, Hong Kong
(Names, affiliations and country of authors, at least 12 pt.)

Content

(text, data, photos, static figures)

Remarks:

- Single-page PDF / JPEG file (1080 pixels W x 1920 pixels H)
 - Minimum font size: 8 point font
 - No more than 800 words of text
 - No official logo(s) or industry logo(s)
 - No video or animation
- Image(s) with minimum resolution of 72 dpi

Organizers:



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