

Guidelines and Information for Poster Presenters

Important dates

By March 1st:	Submitting a poster proposal
From June 1st:	Confirmation of poster acceptance and presenter registration
By August 31st:	Submission of a presentation video for event app and submission of poster as PDF (upload on website)

In 7 steps towards your poster presentation

Step 1: Receive confirmation

Step 2: Reconfirmation of poster

Step 3: Register yourself as a poster presenter

Step 4: Read the poster guidelines

Step 5: Submit print file for poster

Step 6: Submit presentation video for app

Step 7: Be available for questions during the event and take poster with you afterwards

Participation at the Aachen Colloquium

- Participation in the Aachen Colloquium is free of charge for one presenter per presentation.
- Participation for co-authors is subject to fees; a separate participation registration must be completed online.

Poster

- The poster language is English.
- Poster format: PDF, size A0, portrait format (84.111 x 118.913 W×H, in cm)
- The posters will be displayed and can be taken with you after the event concludes.

Video presentation

- Your video should be 5-10 minutes long.
- The language of your video is English.
- The video will be available on-demand in the event app.
- The video is provided to us via external link (YouTube, Vimeo, or similar). If this is not possible, please provide us with a file with the following specifications:
- File format: mp4, m4v, mkv
- Maximum size: 3GB
- Maximum resolution: HD (1920 x 1080 px)