

# OBESITYWEEK 2023 TOS IN-PERSON POSTER INFORMATION

## POSTER PRINTING SERVICE

Order Discounted Poster Printing and pick up from The UPS Store in the Omni Dallas Hotel. For questions, or to order your posters, please call (214) 652-4256, and or, email [store6668@theupsstore.com](mailto:store6668@theupsstore.com). Once onsite, pick up your poster Monday-Friday 7:00 am to 6:00 pm or Saturday-Sunday 9:00 am to 4:00 pm. The UPS Store is a full-service business center located inside the Omni Dallas Hotel on the 2<sup>nd</sup> level, just up the escalators. Please see below for discounted rates which will be available if you place your order from September 1<sup>st</sup> – October 7<sup>th</sup> (full pricing if ordered after those dates):

**Sizes:** 24 wide x 36 long = \$35 <OR> 36 wide x 48 long = \$50 <OR> 48 wide x72 long = \$75

## HOW TO DESIGN POSTERS

Please review this video on YouTube about improving poster formatting.

<https://www.youtube.com/watch?v=1RwJbhcA58&t> The video is 20 minutes long. The how-to section begins at 11 min. 30 sec. This method aims to both make it easier to create a poster and to make the poster better at conveying information to attendees. You are not required to adopt this method of poster design, but if you do, we would love your feedback after the conference on whether it was a better experience for you.

## DATE OF IN-PERSON PRESENTATION AND POSTER NUMBER

Each poster will be displayed for the day of your scheduled presentation only. Poster sessions are organized by keyword and then numbered sequentially; these numbers will be assigned in September. You are NOT required or encouraged to print your poster number on the poster. Look for your poster number (P-####) on the ObesityWeek website or app by searching your name or abstract title to find your place in the poster hall (Kay Bailey Hutchison Convention Center: Exhibit Hall D).

## POSTER SETUP

Poster setup is scheduled for the morning of your presentation:

- Sunday, October 15 at or after 9:30 am
- Monday, October 16 at or after 9:30 am
- Tuesday, October 17 at or after 9:30 am

## PRESENTATION TIMES

On your date of presentation, you are required to stand next to your poster for discussion from **11:45 am to 1:15 pm** in Kay Bailey Hutchison Convention Center: Exhibit Hall D.

## RULES FOR PRESENTATION

- Poster sizes may be up to, but are not to exceed, 8-feet-wide by 4-feet-high. (Landscape orientation)
- An 8-feet-wide x 4-feet-high cork display board will be available for mounting posters.
- The poster does not have to fill the entire surface. It may not be any larger than the surface.
- You must use pushpins to attach your materials to the poster board. Do not use glue, tape, or staples.
- Pushpins are available in the poster hall.
- Do not write or paint on the poster boards themselves.

## REMOVE POSTERS NO LATER THAN THE CLOSE OF THE EXHIBIT HALL

- Sunday, October 15 at or before 4:00pm
- Monday, October 16 at or before 4:00pm
- Tuesday, October 17 at 1:30pm

## TEAR-DOWN INSTRUCTIONS

- Posters must be removed before the exhibit hall closes the day of your presentation.
- Posters are not to be removed prior to your assigned presentation time.
- The Obesity Society is not responsible for posters remaining after the tear down deadline.
- Posters NOT removed by the close of the exhibit hall will be discarded.

**QUESTIONS?** [annualmeeting@obesity.org](mailto:annualmeeting@obesity.org)