

All presenters must [register for the congress](#) and complete the [conflict of interest form](#) by Friday, August 30.

ORAL PRESENTATIONS, BRIEF ORAL – DIGITAL POSTER PRESENTATIONS, BRAG AND STEAL

Presenters are required to include a conflict of interest disclosure as the second slide in your presentation. Disclosure must be done verbally at the start of your presentation.

To ensure that presentations meet the accreditation requirements, presentations must be submitted by **Tuesday, September 18**. You will receive an e-mail to log into the advance presentation submission site in August.

Oral Presentation

Presentation time: 8 minutes followed by a 2-minute discussion period

Slide maximum: Ten (10) PowerPoint slides including title and conflict of interest

Brief Oral – Digital Poster Presentation

Presentation time: 3 minutes followed by a 2-minute discussion period

Slide maximum: Three (3) PowerPoint slides that highlight key findings

These presentations provide an opportunity for the highest-ranked posters to be shared in a brief oral format. The presentation must be focused and showcase the key findings of your work.

Presenters will also prepare a digital version of the poster that will be accessible for viewing at e-poster stations. Posters will be displayed on 55 inch screens in the poster viewing area and all information must be designed to appear on one slide only.

Posters must be submitted by **Tuesday, September 18**. You will receive an e-mail to log into the advance presentation submission site in August.

Brag and Steal Presentations

Presentation time: 3 minutes followed by a 2-minute discussion period

Slide maximum: Three (3) PowerPoint slides that highlight key findings

These presentations are intended to share a tool, resource or process that was successfully implemented and that participants may consider useful.

General Presentation Guidelines

- Each session room is equipped with a projector, laptop, screen, podium and microphone.
- Display is optimized for 16:9 presentation lay-out. To set the ratio:
 - Design Tab, select Page Setup
 - Slides sized option: select On-Screen Show (16:9)
- All presenters should arrive 15 minutes in advance of the session and meet the session Chair. The Chair will welcome participants to the session and introduce each speaker when it is their time to present.

SPEAKER READY ROOM

- All presenters must check-in at the Speaker Ready Room to review their slides at least 2 hours in advance of their presentation. We recommend that you bring a back-up copy of the presentation on a USB.
- All presentations will be made available to delegates following the conference. Presenters may request that their presentation not be posted.

Room: Show Office 2B/C

Hours: Wednesday 2 October 14:00 – 17:00

Thursday 3 October 7:00 – 17:00

Friday 4 October 7:00 – 17:00

POSTERS

Posters will be presented by stream and each poster will be assigned a board number in July.

Set-up: Wednesday 2 October 14:00 – 17:00 All posters must be mounted before 8:30 a.m. on Thursday October 3.

Removal: Friday 4 October 17:30 – 18:00 The Heart and Stroke Foundation assumes no responsibility for any posters left on boards after this time.

Poster Size:

Posters must be designed and printed in a landscape layout and we recommend that your poster be printed no larger than 7.5' wide x 3.5' tall. Boards are Velcro receptive (Velcro will be provided).

Presentation Time:

Posters will be on display on Thursday, October 3 and Friday, October 4.

The dedicated poster session and networking session will take Thursday, October 3 from 17:00 – 18:30. Poster presenters are expected to be at their poster during this time to network with colleagues and engage in discussions about their work.