

**22nd International Conference on Pharmacoepidemiology
&
Therapeutic Risk Management**

**August 25-27, 2006
Lisboa Congress Centre
Lisbon, Portugal**

GUIDELINES FOR POSTER PRESENTATIONS

Overview

Poster sessions are designed to give presenters an opportunity to discuss informally their research with colleagues interested in their research. The purpose of the posters is to visually stimulate interest in the research, to present sufficient information for viewers to understand the methods, results, and significance of the research, and to promote conversations and networking among conference participants.

Poster Session

Posters will be displayed in Pavilion 4 of the Lisboa Congress Centre from August 25-27. Each day will have a separate poster session:

- Friday, August 25, Poster Session A
- Saturday, August 26, Poster Session B
- Sunday, August 27, Poster Session C

1. Set Up

8:00am-9:00 am. All posters must be up by 8:45am.

2. Hours

Pavilions 4 & 5 will be open from 8:00am - 5:00pm, Friday and Saturday, and 8:00am -2:00pm Sunday. All food functions (breaks and lunches) as well as exhibits will be located in Pavilions 4 & 5. Morning breaks will be held from 10:30am-11:00am, Friday, Saturday and Sunday; afternoon breaks will be held from 3:30pm-4:00pm on Friday and Saturday.

3. Discussion Time

Presenters should be at their poster between 12:45-1:45pm.

4. Poster Prizes

Each day a group of judges will select the three best posters of the session. The presenters will receive ribbons to display on the posters and an invitation to display their poster for the duration of the ICPE.

EuroDURG, the European Drug Utilization Research Group, invites all poster presenters displaying their posters on Saturday, August 26, to participate in the

EuroDURG poster walk. EuroDURG will offer presenters the opportunity to present their work and to discuss their results with an audience. Please be present at your poster site between 12:45pm and 1:45pm. When the poster walk chair and audience stops at your poster, please give a brief, 3-minute, presentation and to answer questions about your research.

5. Take Down

All posters must be taken down by 6:30 pm on Friday and Saturday; posters must be taken down by 2:30pm on Sunday.

NOTE: ISPE and the Lisboa Congress Centre will not be responsible for any poster that is left up overnight or is lost or damaged.

Numbering System

Each poster board will be numbered. The poster number is the first number listed. Presenters should attach their posters to the board number corresponding to the number assigned to their poster in the Final Program, which will be available at the registration desk. Please note the number may differ from that shown in the preliminary program. The abstract number, for use in locating abstracts in the final program and the special issue of *Pharmacoepidemiology and Drug Safety*, is in brackets [] after the title of the abstract.

Poster Specifications

1. Posters must be designed to fit a space 1 meter WIDE by 2.5 meters HIGH.
Suggested poster dimensions: 0,93 meters WIDE (3 feet) by 1,63 meters HIGH (5 feet)
2. The board will be the only support device available. Business cards or small leaflet literature for distribution may be inserted in an envelope and affixed to the board. **POSTER ORIENTATION: PORTRAIT.**



2. Posters may be attached to the boards using 2-sided Velcro tape. All poster presenters are encouraged to bring their own role of 2-side Velcro tape.
3. Posters may be prepared as a single poster or as several smaller sections mounted together.
4. The following format is required for all poster presentations. This guide provides you with the expectations regarding content of your poster under the 5 major headings (**Background, Objectives, Methods, Results, Conclusions**). Posters that do not meet these specifications will not be displayed.

Title Page

Abstract – short summary of poster.

Conflict of Interest Statement

It is the policy of ISPE that all presenters at the ICPE must disclose the financial and other interests of each author/presenter that may pose a conflict of interest or the appearance of a conflict of interest. This statement should follow the title page/slide of your presentation and should be a positive disclosure statement.

A disclosure statement must accompany each abstract submission and each presentation. This statement must list all funding sources for the current project, as well as other potentially conflicting relationships that existed at any time during the conduct of the study, or at a minimum, the 1-year period before the ICPE. Non-financial conflicts (e.g., a close relationship with, or a strong antipathy to, a person whose interests may be affected) should also be disclosed. For oral presentations, potential conflicts must be listed on a conflict-of-interest slide immediately following the title slide. If more than 5 potential conflicts are listed, then the most relevant ones must be highlighted verbally. For posters, potential conflicts must be listed on the poster in a type size consistent with the rest of the poster.

Background:

One or two sentences that describe the clinical (or other) importance of the study question.

Objectives:

The main objective(s) or study question should be explicitly stated (e.g., "To determine the rate of..."). If study was to test an *a priori* hypothesis, it should be stated.

Methods:

Should include statements that address:

Design: Basic study design, source population, follow-up; For new analyses of existing data the dataset should be disclosed; statement of criterion standard if study of screening or diagnostic test and any blinding; analysis type (e.g., cost-effectiveness, cost-benefit, etc.) if an economic analysis. Matching and selection of controls, if relevant, should also be included.

Setting: To assist reader in determining the relevance of the findings to their own circumstances, the setting or source population should be described including statements regarding generalizability to a larger or more representative population. This may include eligibility, inclusion/exclusion criteria, and for surveys and follow-up studies should include the number eligible versus the number/proportion remaining in the analysis.

Exposures or interventions: explicit naming of medications or other interventions.

Main outcome measures: the primary and secondary outcome measurement(s) as determined prior to data collection. If hypothesis was formulated after data collection, this should be stated.

Results:

The main outcomes of the study should be provided and quantified, including confidence intervals and/or other significance tests. If differences are not significant, the clinically important difference sought should be stated and the confidence interval for the difference between the groups should be given. When risk changes or effect sizes are reported, absolute values should be included so that the reader can determine the absolute as well as relative impact of the result. Screening and diagnostic test studies should report sensitivity, specificity, and likelihood ratio and if

predictive value or accuracy is given, prevalence or pretest likelihood should be provided.

Conclusions:

Only those conclusions that are directly supported by the reported data should be provided, along with their implications (avoiding speculation and overstatement of findings). Emphasis should be given equally to positive and negative findings of equal scientific merit.

Suggestions for Posters

1. Keep text brief. Report only key aspects of each section. It is not advisable to display the entire text from a manuscript. Too much detail detracts from the primary message of the text.
2. Keep figures simple. Convey only one idea per figure, table, or photograph. Figures from publications, theses, or dissertations normally do not make good visuals. Too much detail detracts from the primary message of the figure.
3. Text and figures should be readable to someone standing at a distance of six feet. Adjust font and image sizes accordingly. BIG IS BEAUTIFUL, and easy to read.
4. Photographs should clearly show what you want the audience to see.
5. Use appropriate blank space between words, sections, and figures.
6. Use appropriate and compatible colors for fonts, backgrounds, graphics, and matting. White backgrounds generally are best for text.
7. Simple typefaces are preferable to fancy fonts. Bold type may be effective on headings. Select a clean and simple font and use it consistently throughout the poster. Use both upper and lower case letters, especially in the body of your presentation. Make lettering large enough to read from at least three feet.
8. Avoid overcrowding.
9. Arrangement. Design the flow of information from left to right. Use lines, frames, contrasting colors or arrows to call attention to important points.
10. Color. Use color to attract interest and to dramatize similarities and differences. Emphasis may be lost if more than four colors are used.
11. Horizontal posters (landscape) will not fit the boards; only vertical (portrait) posters are allowed.