

## INFORMATION FOR ACG 2019 POSTER SESSION AUTHORS

Please carefully review the information on all pages.

Congratulations on having your abstract accepted for poster presentation at the ACG 2019 Annual Scientific Meeting in San Antonio! All Poster Sessions will take place in Exhibit Halls 3 and 4 (Street Level) at the Henry B. Gonzalez Convention Center, 900 E. Market St., San Antonio, Texas.

As a reminder, there is no mechanism for changing the date of your poster presentation. If you are unable to present your poster on the date that has been assigned, you **must** designate another author or a colleague who is attending the meeting to present in your place.

At least one author must be present during the 75-minute period authors are required to stand with their posters. A major advantage of poster presentations is the one-on-one interchange between investigators and attendees, and the ability for authors to explain the work and answer questions.

**Posters must be displayed for the full duration of the daily scheduled poster viewing hours.**

**Presenting authors must physically stand at their poster board for the scheduled 75-minute presentation time.**

Please note that you agreed at the time of submission that your work would be presented if accepted. Meeting staff will circulate through the poster sessions and will note any posters not displayed and any unattended posters. This information will be reported to the ACG Educational Affairs Committee. If you do not attend the meeting or if you fail to put up your poster on the designated day and you have not notified the ACG in advance, your actions will be considered a serious breach of scientific and professional standards and may result in your submissions not being considered for future ACG meetings. **Any author who cannot present their poster because of extenuating circumstances must notify ACG via email to [abstracts@gi.org](mailto:abstracts@gi.org), prior to the meeting.**

POSTER DISPLAY	Sunday, October 27	Monday, October 28	Tuesday, October 29
Poster set-up	1:30 pm - 3:30 pm	8:30 am - 10:30 am	8:30 am - 10:30 am
Exhibit Hall open	3:00 pm - 7:00 pm	10:00 am - 4:45 pm	10:00 am - 4:30 pm
Poster viewing hours	3:30 pm - 7:00 pm	10:30 am - 4:15 pm	10:30 am - 4:00 pm
Presenters must stand at their posters	5:15 pm - 6:30 pm	1:00 pm - 2:15 pm	1:00 pm - 2:15 pm
Poster take-down	6:30 pm - 7:00 pm	4:15 pm - 4:45 pm	4:00 pm - 4:30 pm

### Poster Design

Poster should be sized to fit on a 6 ft wide x 4 ft high (183 cm wide x 122 cm high) poster board.

**General Recommendations:** The design of an effective poster is a demonstration of your ability to communicate your research results. A good poster requires considerable forethought and attention to detail. In designing your poster, please remember that your scientific message must be legible and clearly stated.

The major criticisms of poster sessions at past meetings have been: (1) inability to read the poster from a distance; (2) too much information presented; (3) objectives and conclusions not clearly stated; and (4) author not available during designated times to answer questions.

**Questions? Email ACG at [abstracts@gi.org](mailto:abstracts@gi.org), or call ACG at (301) 263-9000**

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**Research-based Posters:** The background should contain 3 to 5 short sentences outlining information necessary to understand the study and why it was done. The aims of the study, the questions to be asked or the hypothesis to be tested should be clearly stated in as few words as possible. Outline your methods briefly. Provide details only for new methods or important modifications of older ones. Results should be presented as graphs or charts. Provide a legend to explain symbols or other details. You may want to also provide an interpretation of the results below each panel. The conclusion(s) should be clearly stated in large type. Many viewers read this first, so it should be easy to understand. If any unapproved or off-label use of a product is to be referenced in your poster presentation, you are required to clearly delineate that the product is either investigational or it is not labeled for the usage being discussed.

**Case-based Posters:** Clinical vignette/case report posters can provide a narrative about the case or cases (brief introduction, detailed case description, discussion of the findings or outcomes), and can include supportive images such as relevant lab or test results. If any unapproved or off-label use of a product is to be referenced in your poster, you are required to clearly delineate that the product is either investigational or it is not labeled for the usage being discussed.

**Posters in the Endoscopy Video Forum Category:** The poster should be based on the video and the narrative abstract originally submitted to ACG. You may wish to include screenshots from your actual video and a QR code that attendees can scan to watch your video. Please read the section above about clinical vignette/case report posters for additional design suggestions.

### **New for 2019**

Poster presenters interested in an alternative to the traditional poster design are encouraged to view Mike Morrison's video ([youtube.com/watch?v=1RwJbhkCA58](https://www.youtube.com/watch?v=1RwJbhkCA58)) on how to create research posters designed to enhance investigator-attendee engagement and the transmission of key finding. The author has also made high-quality poster templates available (.png and .pptx) at no charge at <https://osf.io/8ajqs>.

### **Printing Your Poster and Picking it up at ACG 2019**

Poster authors have the option to order their printed poster through the scientific poster printing service, Call4Posters, a cost-effective solution for printing and shipping posters directly to ACG 2019. Their poster pick-up desk will be located in the ACG Registration area (in the Main Lobby - Street Level - of the Henry B. Gonzalez Convention Center). Poster pick-up times are: Saturday, October 26 - 12:00 pm - 4:00 pm; Sunday, October 27 - 10:00 am - 4:00 pm; Monday, October 28 - 7:30 am - 3:00 pm; and Tuesday, October 29 - 8:00 am - 12:00 pm. For details, pricing, and to order a poster, visit [www.call4posters.com/acg2019](http://www.call4posters.com/acg2019).

### **Displaying Your Poster**

Poster should be sized to fit on a 6 ft wide x 4 ft high (183 cm wide x 122 cm high) poster board. All Poster Sessions will take place in Exhibit Halls 3 and 4 (Street Level) at the Henry B. Gonzalez Convention Center. Each presenter is responsible for putting up and removing his/her own poster. Push pins will be provided. Each poster board will have a printed number that corresponds to an assigned poster number. Posters must be displayed according to their scheduled day (see page 1).

Reminder: Authors will need to wear their registration badge to enter the Exhibit Hall, as it will not be open to attendees during the poster set-up times. Registration badges can be picked up at ACG Registration, which will be located in the Main Lobby (Street Level) of the Henry B. Gonzalez Convention Center.

### **Presenters With Multiple Posters Scheduled on the Same Day**

If you have multiple posters scheduled on the same day that are not located together, you may ask a co-author to be present at one of the posters during the time you are required to be standing with your posters. If that is not possible, we recommend posting a sign on one of the posters indicating you will be standing at a different poster, and can take questions about all posters at that location. Every effort is made during the selection process to group together multiple posters from the same presenting author, however this is not possible for posters submitted in different categories.

### **Poster Awards**

**Presidential Poster Award** recipients will be recognized with a blue ribbon (winners may keep the ribbon). Each year fewer than 5% of accepted abstracts receive this distinction for high quality, novel, unique and interesting research. This award is determined by the Abstract Selection Committee.

**Outstanding Poster Presenter Award** recipients will be recognized with a red ribbon awarded on-site by an expert faculty judge (winners may keep the ribbon) and a certificate. During the daily Poster Rounds with the Experts, poster presenters may be invited to give a succinct and informative two minute briefing on their research, followed by one minute of Q&A with a faculty judge. Each judge will select one or more presenters who are best able to communicate their key findings, the significance of their data, and articulate the potential impact of their work for clinicians and patients. (Only authors standing with their posters during the assigned time are eligible to receive this distinction.)

### **Removing Your Poster**

Each presenter is responsible for putting up and removing his/her own poster material. Posters should be removed only during the take-down times listed on page 1. Any posters left after the Exhibit Hall closes on Sunday and Monday will be removed and placed on a table near the poster boards, however, ACG cannot be responsible for these materials. Any posters remaining once the Exhibit Hall closes on Tuesday will be discarded.

### **ACG 2019 Embargo Policy**

All research presented at ACG 2019 is strictly embargoed until 8:00 am Eastern time on the first day of the Annual Meeting. For 2019, this is Monday, October 28 at 8:00 am Eastern Time. The embargo policy means that no news, information, results of any abstract or research finding can be released to the media or published before Monday, October 28 at 8:00 am Eastern Time. This embargo includes revealing anything about the results (including the title of the abstract, since often times the title indicates the finding) in a press release or "curtain raiser." If you have a question, please email [mediaonly@gi.org](mailto:mediaonly@gi.org).

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