

## AGES Outline for Digital Communication Session Poster (DCSP) 2022

Your abstract has been selected to be a Digital Communication Session Poster, an interactive presentation at the AGES Pelvic Floor Symposium 2022, being held at the Adelaide Convention Centre, Adelaide on the 3<sup>rd</sup> & 4<sup>th</sup> of June 2022. This is an electronic format to be displayed throughout the meeting, with capacity for interactive information for participants and faculty.

Below are the technical guidelines and information for the Digital Communication Session Poster. Attached there is a template to use for your DCSP.

Your DCSP may include *text, videos, still photos, infographics*, or a *combination* of all of these. You are only limited by your imagination (and a few technical guidelines).

The Digital Communication Session Posters will be presented at the Cafe in the exhibition area on plasma screens via computer. The screen will show the list of presentations that are loaded, and delegates can peruse these during breaks. When a delegate/faculty/author wishes to view a particular digital presentation they can click on their selection and the poster will come up. The user can scroll up and down using a mouse to view the whole single page digital poster, clicking on the links to the videos that you have prepared.

### **Audio will not be available for this presentation.**

All DCSP presentations will be eligible for a prize in the DCSP category and these will be judged at the meeting. You will be notified of the time and location of the judging for your DCSP and may be asked questions by the judges.

Please see the AGES DCSP example PowerPoint file attached. You must use this as a template to create your one page presentation. If you are only presenting video, please ensure that there is a title and author affiliations at the top of the presentation. You may choose to have only the video in the center screen or add text (e.g. a conclusion) if you wish.

You will be invited by AGES to submit your PowerPoint file and any video files via email or [WeTransfer](#). We are using WeTransfer to facilitate the transfer of large files. However, if your PowerPoint is small enough to email, please send by this format.

Please visit WeTransfer (<https://www.wetransfer.com/>) attach the file/s and send them to [ages@yrd.com.au](mailto:ages@yrd.com.au) including the following details:

- Your name (presenting author)
- Presentation title

All submissions must be received **strictly** by **Thursday, 19<sup>th</sup> May 2022**.

It is extremely important that you label your files carefully and load each file separately e.g. JBrownppt, JBrownvideo1 JBrownvideo2. This is to ensure that the Technical Director can attach the links and video files correctly.

The Audio Visual team will then convert the PowerPoint file into an interactive PDF.

During the Conference there will be an allocated **5 minute** time slot for all presenting authors to attend the judging of their Digital Communication Session Poster. Authors will have the opportunity to explain points of interest and answer questions from the judges and delegates. You will be sent a judging schedule, and you must be at the display computer at your appointed time.

**Technical guidelines:**

1. All submissions must use the AGES PowerPoint template to allow for conversion into the final DCSP as a PDF
2. Still images are best sent as jpegs
3. We would suggest your minimum font size is 40pt
4. Video images should be saved as mpeg1/2/MOV/HD (no avi files please) with a maximum file size of 3 megabytes
5. You should indicate on your DCSP when there is an interactive component that can be mouse controlled
6. All DCSP presentations must be received by the **Thursday, 19<sup>th</sup> May 2022** for conversion, checking and installation

If you have any questions about this format, please contact the AGES Secretariat on 07 3368 2422 or by email to [ages@yrd.com.au](mailto:ages@yrd.com.au)

We look forward to welcoming you and assisting you to present your DCSP in Adelaide.