AAST 2014 Poster Guidelines and Services

AAST has partnered with Genigraphics to provide poster session services for the 2014 AAST Annual Meeting, taking place September 10-14, 2014, at the Philadelphia Marriott Downtown in Philadelphia, PA.

New for 2014: In addition to the traditional printed poster session, AAST posters will also be available for viewing online by means of an ePoster session at www.ResearchPosters.com (Conference Code = AAST2014). The ePoster session will go live concurrent with the start of the printed poster session and each poster board position will have a QR code label that links directly to your online ePoster. Therefore, electronic submission of all posters is **MANDATORY**. There is no charge for submitting your file and the process takes only a few minutes (see instructions below).

Go to www.Genigraphics.com/AAST to find the poster format requirements, free PowerPoint templates pre-sized for this meeting, ePoster upload instructions, and special offers for printing and hanging your poster.

Important Poster Session Events:

Poster sessions will be held in meeting hall **Franklin B** at the Philadelphia Marriott Downtown.

Event	Wednesday 9/10	Thursday 9/11	Friday 9/12
Poster Set-up	12:00pm - 4:00pm		
Poster Session	5:30pm - 7:30pm	7:30am - 3:30pm	7:30am - 2:15pm
Poster Reception	5:30pm - 7:30pm		
Poster Removal*			2:15pm - 5:30pm

All times are listed for Eastern Time Zone.
*Posters not picked up by 5:30pm Friday will be discarded.

Poster Format Requirements:

Your poster must meet these guidelines, or use one of the templates at www.Genigraphics.com/AAST.

- Posters that exceed the dimensions of the board (84" tall by 36" wide) will be removed.
- For ease of viewing, we recommend posters be **no larger than 60"- 72" tall by 36" wide**.
- A copy of the abstract must be incorporated into the poster or attached separately.
- A section at the top of the poster must contain the Title, Authors, and Affiliations.
- Poster content should be readable from a distance of 4 to 5 feet.

ePoster File Submissions:

All presenters are REQUIRED to submit their poster files for the ePoster session.

- Files must be submitted no later than **1pm Central Time on Monday, September 8th, 2014.**
- Files must be in PowerPoint (.ppt or.pptx) or Adobe Acrobat (.pdf) file format.
- Fonts other than standard Windows TrueType must be embedded in the file.
- Files should be no more than 5MB in size. Contact Genigraphics support if this is an issue.
- Once you have your poster file completed, proceed to www.Genigraphics.com/AAST and click the "Upload ePoster File" button to begin the upload process. You will have the option to order a printed poster at the end of the upload.

AAST Poster Printing by Genigraphics®

Poster Printing:

All presenters are REQUIRED to display a printed poster at the meeting. You can arrange your own printing or have your poster printed through Genigraphics.

An order form for printed posters is available at the end of the ePoster submission process. If you've already uploaded your ePoster file, go to www.Genigraphics.com/AAST and click the ORDER POSTER PRINT button to go directly to the AAST poster order form. Posters can be shipped anywhere in the US or Canada, or check the box on the order form **to have your poster delivered directly to the meeting**.

Poster prints through Genigraphics must be ordered no later than **1pm Central Time, Monday, September 8th.** Order by Wednesday, September 3rd, to take advantage of Genigraphics economical "Plan Ahead" pricing.

POSTER HANGING SERVICE - A Genigraphics Exclusive!

There is an option on the order form to have Genigraphics hang your poster at the meeting. There is a $19.95 fee for this service. We will locate your assigned space and hang the poster on the panel prior to the start of the poster session. Poster carry tubes will be stored at the Poster Pickup Booth and labeled with your name and poster number.

If you are having Genigraphics ship your poster directly to the meeting and you will be hanging it up yourself, please see a Genigraphics representative at the Poster Pickup Booth in meeting hall **Franklin B**.
Pickup times are from 12:00pm to 4:00pm on Wednesday September 10th during the Poster Set-up period.

Poster Print Price Guide:

Sample Genigraphics pricing* for posters ordered under the "Plan Ahead" Turnaround option:

Poster size 36" wide by 60" tall	**Poster size 36" wide by 48" tall**
Premium Matte Paper = $94.50	Premium Matte Paper = $75.60
Photo Glossy Paper = $108.00	Photo Glossy Paper = $86.40
Gloss Lamination = $126.75	Gloss Lamination = $101.40
Matte Lamination = $133.50	Matte Lamination = $106.80
Foldable Fabric = $141.75	Foldable Fabric = $113.40

Poster Carry Tube with Strap = $25.00 each

*Go to www.Genigraphics.com/AAST and click the ORDER POSTER PRINT button to view complete pricing options. Posters can be ordered in any size that fits on the board. Prior to printing, every order receives a free Design Review by one of our production specialists and we will advise you if we see any formatting issues. Our print quality and attention to detail is second to none.

If you have any questions regarding poster session services for the AAST meeting, please contact Genigraphics at 1-800-790-4001 (US & Canada). Overseas customers please call on: +(1) 913-441-1410. Or send an email to the designated Genigraphics contact for AAST, Jay Larson, at jay@genigraphics.com.