Poster Presenter Training Webinar
10:00-11:00AM ET
Wednesday, March 30, 2022
Welcome

ISPOR 2022 Overview

Formatting Your Materials

Orchestrade Demo:
How to Login, Menu Review & How to Upload

ISPOR 2022 Deadline Reminders & Next Steps

Q&A
ISPOR 2022 Overview
In-Person & Virtual Posters

In-person posters will be displayed on-site at the Gaylord National Resort & Convention Center, Washington, DC area. They will also be uploaded to the online event platform for virtual viewing.

Virtual Only Posters

Virtual posters will only be uploaded to the virtual platform for both in-person and virtual attendees to see.

On-Demand Bonus

Both in-person and virtual presenters are required to upload a .pdf of their poster to our online event platform. These posters will be available for viewing from May 10 – June 17 on-demand. Extended poster viewing for ISPOR 2022 attendees and poster authors #bonus

Which format is my presentation?
Look at your presentation details email!
## Poster Sessions and Discussion Periods

<table>
<thead>
<tr>
<th>Poster Sessions</th>
<th>Discussion Periods</th>
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<tbody>
<tr>
<td><strong>Session 1:</strong> May 16, 9:45am – 1:15pm ET</td>
<td>12:15 – 1:15pm ET</td>
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<tr>
<td><strong>Session 2:</strong> May 16, 3:00pm – 6:30pm ET</td>
<td>5:30 – 6:30pm ET</td>
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<tr>
<td><strong>Session 3:</strong> May 17, 9:45am – 1:15pm ET</td>
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<td><strong>Session 4:</strong> May 17, 3:00pm – 6:30pm ET</td>
<td>5:30 – 6:30pm ET</td>
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<tr>
<td><strong>Session 5:</strong> May 18, 9:00am – 12:45pm ET</td>
<td>9:00 – 10:00am ET</td>
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The purple shading indicates a poster that is in-person.

View from our online program | Open for Public Viewing

View from our virtual platform | Available to registration attendees as of May 10
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Formatting Your Materials
Poster Guidelines

- The poster file must be a PDF.
- Poster orientation is Landscape format (Widescreen or 16:9 ratio). You may use PowerPoint or any program that can be converted to PDF.
- The poster must be one slide/page.

Supplemental Materials

Presenters are also encouraged to upload the following supplemental materials, to ISPOR’s virtual platform, to further showcase their research and promote a dialogue with attendees. Uploading supplemental material allows registrants to get the full experience of your research.
ISPOR QR Code for In-Person Poster Boards

Something new this year!
ISPOR would like to do something special for attendees that may enjoy visiting the posters at times when the area is less crowded. The plan: give in-person attendees the ability to listen to brief pre-recorded poster overviews, by the poster presenters, on-demand.

How it will Work
1. **Poster presenter uploads a 3-minute audio recording** - an overview of the poster (MP3 file) to Orchestrate (the presentation management system for the virtual platform).
2. **ISPOR will generate a QR Code** for each poster that has uploaded an audio file by April 22.
3. The **ISPOR team will attach the QR Code to its corresponding poster board** during poster set up for each of the poster sessions.
4. Attendees can scan the QR Code with their mobile device, plug in their ear buds, and begin listening to our poster authors share their work

Tip: Both in-person and virtual poster presenters AND in-person and virtual attendees can benefit from pre-recorded poster overviews. Via the virtual platform, posters and supplemental materials will be accessible from May 10 – June 17.
Attendees can leave comments here anytime. This is also the place for poster presenters to address attendee questions during their Poster Discussion Session.

**Virtual Poster Board Preview**

- **Green boxes** = added by the Poster Presenter
- **Blue boxes** = information added by ISPOR
- **Orange boxes** = Attendee/Live program notes

**REQUIRED:**
- Poster (PDF) in landscape or widescreen (16:9) format

**OPTIONAL:**
- Supplemental materials section (1 PDF and/or 1 .MP3)

**Poster Title** (populates from ISPOR database)

**Poster Title** (populates from ISPOR database)

**Presenter & Session Details** (populates from ISPOR’s database)

**Abstract Copy** (this information will come from ISPOR’s system)

**Note:** Attendees will be able to zoom into your poster
Formatting Guidelines

• Download the Poster Guide for detailed formatting tips (available on ISPOR’s website)
  • Please note, aside from the landscape format, these guidelines are meant to be helpful tips, not requirements.
  • Ultimately, we want to ensure your poster is easy to read/understandable for our attendees.
Orchestrate Demo: How to Login, Menu Review & How to Upload
Now It’s Your Turn!

Q&A
ISPOR 2022
Deadline Reminders & Next Steps
Don’t Forget These Important Dates!

<table>
<thead>
<tr>
<th>Items</th>
<th>Date</th>
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</thead>
<tbody>
<tr>
<td>The following important dates/items apply to BOTH in-person &amp; virtual only posters</td>
<td></td>
</tr>
<tr>
<td>Virtual Poster Platform Login Sent to Presenting Authors</td>
<td>March 29</td>
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<tr>
<td>Early-bird Registration Deadline</td>
<td>April 7</td>
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<tr>
<td><strong>Deadline</strong> to Upload Poster to Orchestrate</td>
<td>April 22</td>
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<tr>
<td><strong>Deadline</strong> to Upload Poster to the Speaker Center</td>
<td>April 22</td>
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<td><strong>Deadline</strong> for Presenting Authors to Register</td>
<td>April 29</td>
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<tr>
<td>ISPOR 2022 Virtual Platform Opens</td>
<td>May 10</td>
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<td>ISPOR 2022</td>
<td>May 15 – May 18</td>
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Presentation Upload
Deadline | Friday, April 22

**ISPOR Speaker Center:**
In-Person and Virtual Posters
- Upload PDF through ISPOR Speaker Center
- Instructions available on the Speaker Resource webpage.

**Orchestrare:**
In-Person and Virtual Posters
- Upload PPT through Orchestrare, our virtual platform
- Login instructions sent to all speakers.
- Instructions available on the Poster Resource webpage.

**PDFs will display in ISPOR Presentation Database**

**PPTs will display in ISPOR 2022 Online Event Platform**
Coming Soon for In-person Presenters

ISPOR has arranged with the on-site FedEx Office to create a portal to print your posters. You will be able to upload your file prior to leaving for ISPOR 2022 and pick it up upon arrival.

NOTE: Poster payment and pick-up is the responsibility of the presenter.
#ISPORAnnual—Tweet, Post, Share!

Kat Bissett
@kblissett2022

“We are presenting at #ISPORAnnual! Join us on May 16 at 11:45 AM for a discussion on Open Source In Precision Medicine” www.ispor.org/ISPOR2022

10:35 AM · Mar 29, 2022

18 Retweets 4 Quote Tweets 1.2K Likes
ISPOR Staff Contact

If you have any questions, please contact Bianca Kovalenko at bkovalenko@ispor.org.

Thank you!
We appreciate your efforts to make this conference a success.
DIVERSITY AND INCLUSION

ISPOR is strongly committed to diversity. The Society’s Strategic Plan and core values embrace excellence through encouragement and acceptance of diverse ideas, cultures, and disciplines. ISPOR also aims to reflect the diversity of its membership in all endeavors and encourages consideration of diversity in all presentations. Diversity dimensions include (but not limited to) gender, career stage, ethnicity, race, education, sexual orientation, region/geographic location, physical disability, and religion. Additional information can be found at the Society’s Diversity Policy.