ISPOR Europe 2022 Poster Presenter Checklist: Are You Ready?

Task	Complete

Registered for ISPOR Europe 2022
   • Early-Bird Deadline (Save an Additional 20%!): **29 September**
   • Presenting Author Registration Deadline: **21 October**
      If you do not register by this date, your poster will be withdrawn and will not be eligible for presentation and publication.	

Attended the Uploading Your Poster Webinar • Date TBA	
Made a hotel reservation (in-person presenters) • Housing Cut-off Date: **5 October**	

Uploaded Poster and Supplemental Materials to Orchestrate
   • Deadline: **21 October**
      If you do not upload your poster pdf by this date, your poster will be withdrawn and will not be eligible for presentation and publication.	

Uploaded Poster to Speaker Center • Deadline: **21 October**	
Shared participation in the upcoming ISPOR 2022 conference via social media/networks. • [Use the ISPOR Europe 2022 Marketing Kit!](#)	
Signed into the virtual conference platform to review the conference program, networking features, and created a personal list of sessions and activities to attend. • Platform opens **1 November**	
Put on your Out of Office message ☺ 6 – 9 November	