



## Poster Guide

Thank you for sharing your research with ISPOR! We are looking forward to working with you and putting forward an impactful and successful summit. ISPOR Real-World Evidence Summit 2025: Through the Lens of Asia Pacific is the must-attend health economics and outcomes research (HEOR) and real-world evidence (RWE) event in Asia Pacific. The Summit brings together top experts, decision makers, and industry leaders to explore the latest breakthroughs, share cutting-edge research, and discuss innovative solutions to the region's most pressing healthcare challenges.

This document is filled with instructions for developing, uploading, and presenting your poster in-person. **If you are a session speaker or moderator, please visit the [Speaker Resources page](#) for separate deadlines and important information.**

**IMPORTANT: For ISPOR Real-World Evidence 2025, poster presentations must be made in-person at the Tokyo Prince Hotel, Tokyo, Japan.**

### SAVE THESE IMPORTANT DATES!

<b>Monday, 4 August</b>	Last Day to Change Your Author Listing for Publication (email <a href="mailto:summits@ispor.org">summits@ispor.org</a> ) ○ <i>Note: You can make changes after this deadline, but they will not be reflected in the Value in Health publication.</i>
<b>Thursday, 21 August</b>	<b>Deadline:</b> <a href="#">Early Registration Cut-off</a>
<b>Thursday, 28 August</b>	<b>Deadline:</b> <a href="#">Housing Cut-off</a>
<b>Monday, 1 September</b>	<b>Deadline:</b> <ul style="list-style-type: none"> <li>• <a href="#">Presenting Author Registration</a> (<i>If you do not register by this date, your poster will be withdrawn and will not be eligible for presentation and publication</i>)</li> <li>• Withdraw deadline (email withdraw requests to <a href="mailto:summits@ispor.org">summits@ispor.org</a>)</li> </ul>
<b>Sunday, 28 September – Tuesday, 30 September</b>	ISPOR Real-World Evidence Summit 2025: Through the Lens of Asia Pacific, Tokyo, Japan

### POSTER PRESENTATION TYPES AND TIMES

ISPOR Real-World Evidence Summit 2025 is an in-person event where registrants will attend in-person at the Tokyo Prince Hotel, Tokyo, Japan. Please refer to your abstract notification email for your assigned poster session.

Poster Sessions		Discussion Periods
Session 1: Monday, 29 September, 14:15 – 15:15	➔	14:15 – 15:15
Session 2: Tuesday, 30 September, 13:00 – 14:00	➔	13:00 – 14:00



### Poster Discussions

Poster presentations will be displayed in Providence Hall throughout both days of the Summit. The event will feature two poster sessions, each showcasing approximately 150 research posters.

Presenters are responsible for hanging their posters and ensuring they remain on display for the full duration of the Summit (both days). Each presenter will be assigned a one-hour time slot during either Day 1 or Day 2 and is required to be present at their poster during this scheduled session to engage with attendees and discuss their research.



### In App Poster Gallery

Posters will be featured in the conference app for viewing. All poster presenters are asked to upload a PDF of their poster prior to the conference. Attendees will be able to scroll through and search posters before and during the conference. Enhance your poster experience by uploading a handout.

**IMPORTANT:** Only presented research will be published in *Value in Health* and the expectation is that your poster will be on display during your assigned poster session(s).

Please note: failure to present your poster in-person at the Summit is considered a withdrawal. ISPOR requires notification of withdrawal in advance of the conference. Please send all withdrawal requests to [summits@ispor.org](mailto:summits@ispor.org).

### POSTER FORMATTING GUIDELINES

For poster board dimensions, print layout, and virtual poster page preview, please visit the [Poster Resources page](#) for examples and more information.

- The poster orientation must be Vertical/Portrait. **Suggested Print Size: 36”(w) x 48”(h)**
- You may use PowerPoint or any program to design your poster that can be converted to PDF.
- The poster must be **one slide/page**.
- ISPOR-provided acceptance code must be added to the top right-hand corner of your poster (example, RWD1)

### Poster Formatting Best Practice Tips

- **Important Reminders**
  - All poster presentations must be noncommercial and scientific in nature. Poster presentations may not be used as a marketing opportunity to promote any product or service.
  - Generic names should be used for technologies (drugs, devices), not trade names.
- **Less is More**
  - Avoid excessive detail in the text or complex graphs and tables with excessive numbers. An effective display is a series of brief statements and supporting illustrations that tell a story.
  - Provide clear labels or headings for each section of your presentation to avoid confusion. The flow of your research should be clearly indicated with distinct columns, letters, numbers, or arrows.
  - Remember, posters are not manuscripts. Limit text to the essentials.
- **Font**
  - Pay attention to your font size, text should be easy to read.
  - Recommended font types: Calibri, Arial, Times New Roman

- For images/pictures or graphs, the suggested resolution is 300 dpi. It is better to use high quality images/graphs when creating the poster and then convert it to PDF (as PDF files can be compressed).
  - To check that they appear correctly on the final/printed version, zoom in at 100% and check the images, pictures, and graphs.
- **Background**
  - When choosing a background, remember that neutral or gray colors will be easier on the eyes than a bright color. In addition, color photos look best when mounted on gray.
  - Avoid "busy" slide backgrounds.
  - Always have high contrast between colors (e.g., background and text).
  - On light backgrounds (white, yellow, light blue) use dark fonts (black, navy blue, dark green).
  - On dark backgrounds (blue, purple) use light fonts (white, yellow, cyan).
  - Balance text and images.
- **Try to Avoid**
  - Having a total file size that exceeds 10 MB.
  - The use of red or green in fonts or backgrounds as they are colors that are difficult to read.
  - Stretching the images manually, they will lose quality once zoomed in.
  - Full width sections. They are difficult to read when divided as a section, even zoomed in.

## SUPPLEMENTAL MATERIALS

Presenters are also encouraged to upload supplemental materials to the ISPOR Real-World Evidence Summit 2025 mobile app to further display their research to attendees. Uploading supplemental material allows registrants to get the full experience of your research.



### Handout (PDF): Elaborate on your findings with additional information

- Share your contact information, links, data, or other resources that contributed to your research, but don't forget copyright rules
- Create and upload as a .pdf file

## WHAT TO EXPECT ONSITE



### Shipping Your Poster

The presenter must organize any special shipping arrangements needed on their own. ISPOR is unable to ship or store any material.



**IF YOU ARE NOT USING SCIENTIFIC POSTER PRINTING, DO NOT SHIP YOUR POSTER TO THE VENUE. ISPOR is not responsible for any lost or misplaced posters shipped to the venue.**



### Printing Your Poster

ISPOR has secured special rates with Scientific Poster Printing.

#### Scientific Poster Printing

Scientific Poster Printing has created a specific link with rates for our ISPOR Real-World Evidence Summit 2025 poster presenters. With Scientific Poster Printing, you can either:

1. have your poster shipped directly to you (US addresses only), **or**
2. you can choose the "Tokyo Prince Hotel" option where you will be able to pick up your poster onsite both days of the Summit.

**Poster sent to Printer Deadline: Friday, 19 September 2025**

**Note:** This is not a local printer, so there is not an option for pickup at the print shop. Please contact Scientific Poster Printing by emailing [info@scientificposterprinting.com](mailto:info@scientificposterprinting.com).



**Poster payment and pickup/delivery arrangements are the responsibility of the presenter. This vendor is not an official ISPOR partner, and ISPOR is not responsible for any lost, misplaced, and/or damaged posters. Given the Summit’s location and travel distance for this shipment, we strongly advise presenters to adhere to the printer deadlines as noted above.**

Poster Session Location

Posters will be located in Providence Hall in the Tokyo Prince Hotel. This location will be a high traffic area for attendees to take part in the networking opportunities that poster sessions have to offer. A poster help desk will also be located near the poster area, with staff available to answer questions.

Accessing Providence Hall

- Poster presenters are required to wear their name badge to access the Poster Area. You will not be able to gain access without a name badge.
- Poster set-up/tear-down times will be provided in the “Know Before You Go” email sent to all poster presenters about 1-2 weeks prior to the Summit. This email will also contain poster board numbers and any additional information that may be helpful to know prior to arriving onsite.

ISPOR will provide the following for poster presenters

- Freestanding **VERTICAL/PORTRAIT poster board**
  - Poster Board Visible Area Dimensions: 990 mm wide (2.9 ft) x 2100 mm high (6.9ft)
  - Adhesives
  - Staffed Poster Help Desk to help answer questions throughout both days of the summit
  - Poster board numbers

What’s the difference between poster board numbers and acceptance codes?

**Poster Board numbers** are assigned and printed by ISPOR and are 4-digits (ex. 4000). This number indicates where you should hang your poster during your session. Presenters will receive their assigned poster board numbers approx. 1-2 weeks before the conference.

**Acceptance codes** are assigned by ISPOR in your acceptance notification emails (ex. RWD124). Presenters are required to print their acceptance code on the top right corner of their poster. This helps attendees find your poster in the ISPOR Real-World Evidence Summit 2025 mobile app.

UPLOADING YOUR POSTER PDF AND SUPPLEMENTAL MATERIALS

Coming soon! Please keep a lookout on the [Poster Resources Page](#) in the coming weeks for more information.

Supported File Type for Upload:

- PDF: Poster and Handout supplement file
- ISPOR can no longer support MP3 (audio) file uploads.

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. Research submissions are encouraged from all stakeholders and are evaluated based on merit. ISPOR also aims to reflect the diversity of its membership in all endeavors*

*and encourages consideration of diversity in abstract submissions. Diversity dimensions include (but not limited to) gender, career stage, ethnicity, race, education, sexual orientation, region/geographic location, disabilities and religion. Additional information can be found at the Society's Diversity Policy at [www.ispor.org/diversitypolicy](http://www.ispor.org/diversitypolicy).*

## QUESTIONS?

Have a question? We have an answer! Our FAQ guide (available on the [Poster Resources page](#)) lists our most frequently asked questions. Or you can reach out to Jillian Berardo at [summits@ispor.org](mailto:summits@ispor.org).

We look forward to working with you!