

## ICR2009 – Tehran / Iran

### *Instructions for Poster Presenters*

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- 1- As presenter of lecture in ICR2009, your registration is free. Please pick up your congress badge and the congress kit at registration desk in Olympic hotel. The desk will be available from April 27<sup>th</sup> 14:00.
- 2- ICR2009 will not have any printed poster presentation.
- 3- By “Electronic Poster” we mean a PowerPoint auto-run show file arranged to be displayed in our e-learning room where 10 notebooks will be available. All posters will be installed in all workstations. But you are expected to attend in the room and sit near the workstation assigned for your poster according to the time table in congress program. Avoid preparing large poster size PowerPoint files. The presentations are not going to be printed.
- 4- We strongly recommend you to include sufficient text for description. The difference between this type of presentation files and oral presentation files is that your slides should convey your message stand-alone. You will not have the opportunity to explain your slides. They should be descriptive enough.
- 5- Please prepare your presentation file in PowerPoint 2003 format.
- 6- The presentation file should be delivered in portable media like CD/DVD or Flash disks.
- 7- You will be asked to sign a form in order to let Iranian society of radiology make use of your presentation in educational activities like putting in website of the congress or educational materials of ISR. It is quite optional.
- 8- Speaker ready room is located in “traditional tea-house” of Olympic hotel in ground floor. You may ask info desk for finding the direction if you are not familiar with Olympic hotel.
- 9- You are requested to kindly upload your presentation at least 30 minutes before your session starts. ICR2009 office highly appreciates if you send your presentation by email to [icr.isr@gmail.com](mailto:icr.isr@gmail.com) in advance.
- 10- Before start of the session, please introduce yourself to coordinator of e-learning room to assure them you are in the room. Inform them if you need anything special for your presentation.