

Information for Poster Presenters

The virtual poster session will be held on gather.town. This is a 2D virtual space with 8-bit graphics, which mimics a real conference venue. Within gather.town, each participant controls an avatar and moves around the virtual venue by moving arrow keys. You will be able to talk to other participants via text-messaging or through video chat as you move around the room.

Within the virtual space, we will be setting up “poster rooms” in which all the posters will be pre-loaded and organized into a grid, similar to the arrangement of posters in a normal in-person poster session.

What we need from you before the workshop:

Before **FRIDAY 4th JUNE**, please send to H.Price.2@bham.ac.uk your "two" poster images: one main poster and a second smaller preview “thumbnail” poster. ***Important: Please note the specific formatting requirements for these files below.***

N.B. The preview poster is an image that will pop up as participants “walk” past your poster. If they are interested, they can then press the “x” key to interact with your poster; this will open up your main poster in full screen view for them so that they can read the details.

The posters will be preloaded onto our gather.town site in advance of the workshop. We will also send out the log-in details for the site so you can check your poster and get used to the site. During the poster session, we ask that you position your avatar in front of your poster (as you would stand in front of your poster in a normal poster session) so that you can video-chat to participants who may have questions.

Specific formatting requirements for files

Main Poster Image:

- .png or .jpg format are the only file types that may be used.
- Minimum width is 1000px (26.46cm).
- Minimum height is 600px (15.88cm).
- Maximum file size is 3MB.
- No transparent background.

Preview “thumbnail” poster image:

- .png or .jpg format
- A copy of the main poster document that has been made smaller.
- Recommended width is half of the main document.
- Recommended height is half of the main document.

Resizing your poster to fit the dimension requirements (landscape)

The easiest way to edit the dimensions of your poster is using a slideshow editor such as powerpoint or keynote. You can also prepare your poster in any other way that you like, but please note that it'll have to be in .jpg or .png format to be uploaded to gather.town.

Step-by-step instructions on how to change your dimensions using powerpoint:

1. Select the Design tab of the toolbar.
2. Select Slide Size icon near the far right end of the toolbar.
3. Select Custom Slide Size.
4. Change the Width and Height to be larger than the minimum size guidelines above (26.46cm and 15.88cm), e.g. 27cm and 16cm, and click okay.
5. Click Ensure Fit to make sure the resizing doesn't stretch your poster in an undesirable way.
6. Repeat to create the preview poster with half of the width and height, e.g. 13.5cm and 8cm.