



# **CIMVHR FORUM ICRSMV**

## **Poster Presenter Requirements**

### **CIMVHR FORUM**

MONDAY, OCTOBER 19 - WEDNESDAY, OCTOBER 21  
HALIFAX CONVENTION CENTRE  
1650 ARGYLE ST.  
HALIFAX, NS  
B3J 0E6



**CIMVHR**

Canadian Institute for Military  
and Veteran Health Research

**ICRSMV**

L'Institut canadien de recherche sur  
la santé des militaires et des vétérans

# POSTER PRESENTER REQUIREMENTS

Poster presenters must submit an electronic copy in PDF format of their poster no later than Tuesday, September 29th, to [michelle.daigle@queensu.ca](mailto:michelle.daigle@queensu.ca).

Electronic poster presentations that are not received by Tuesday September 29th will not be considered for a CIMVHR Forum Award: <https://cimvhrforum.ca/awards/>

Minor amendments to electronic posters (typographical errors) are permitted until Tuesday, October 6, 2026.

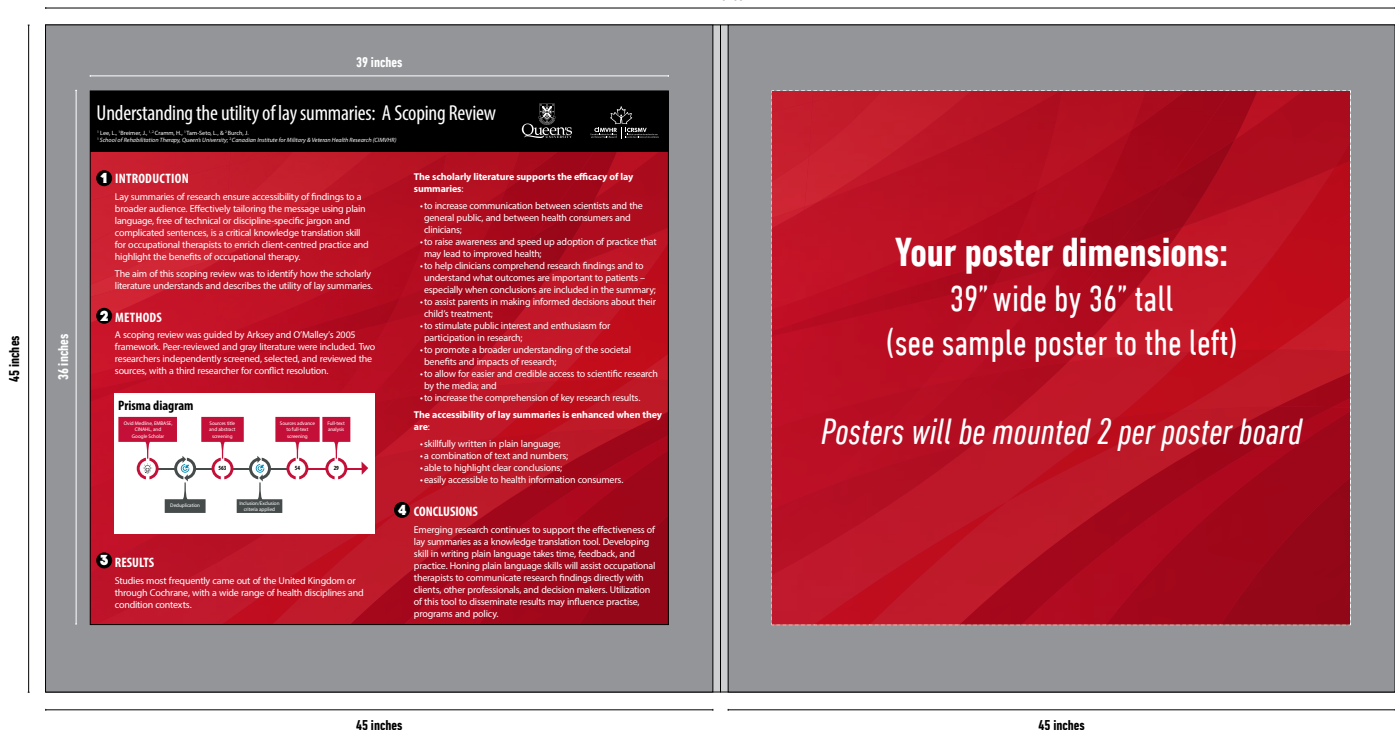
## POSTER PRINTING, SIZE, MATERIAL AND TEMPLATE

CIMVHR will be offering local printing for poster presenters! If you choose to print your posters locally, the CIMVHR team will ensure they arrive at the conference and are set up for you. More details to follow on the Forum website.

- We strongly encourage you to use the template provided: <https://cimvhrforum.ca/present/>
- The completed poster size is 39" wide x 36" high.
- If you are using a margin, trim, or bleed, please be sure they fall within the 39W x 36H allocated poster area.
- We recommend using thick poster paper (laminated/matte/glossy), fabric, or vinyl as your poster material. Foamboard is not recommended.
- **Posters larger than 39W X 36H will not be presented at CIMVHR Forum.**

CIMVHR FORUM – Poster board size (91" x 45" see gray area below)

91 inches



## POSTER BOARDS AND DISPLAY AREA

- Each poster board will display two posters per side.
- Each poster will have ½ of one side of the poster board.
- Each poster board will have a table underneath the board to place materials related to your presentation.
- Poster identification numbers will be pinned to the poster boards.
- Pins for affixing your poster will be provided.
- See the visual representation of the format and size below.
- Posters must stay affixed to the poster board for both Monday, October 19 and Tuesday, October 20.

## POSTER REQUIREMENTS

- Posters can be in either official language. Presenters are permitted to display only one poster. To provide content in both official languages, you may include a QR code linking to the alternate language version.
- Learning objectives are no longer required on your poster.
- A disclosure of conflict of interest must be included on the poster. It should be placed on the top or bottom of the poster and state: “In relation to this presentation, I declare the following, real or perceived conflicts of interest: (description of the conflict of interest)” or “none”
- Please ensure your poster follows accessibility guidelines:  
<https://accessiblecampus.ca/reference-library/accessible-digital-documents-websites/clear-print-guidelines/>
- Have all co-authors check, edit, and sign off on your final draft before the due date.

## LABELLING YOUR POSTER

Please label the digital version of your poster in the following format: Last name first initial\_Postter ID number\_Brief title of poster presentation.

Labeling Example: **BlogginsB\_P100\_Title**

## INSTALLING YOUR POSTER

Poster presenters are responsible for installing their own poster.

**Where:** Halifax Convention Centre - 1650 Argyle St., Ballroom B1

**When:** Sunday, October 18, between 2:30PM and 4:30PM  
Monday, October 19, between 8:00AM and 9:00AM

## POSTER PRESENTATIONS

Scientific Showcase and Networking Session

**Where:** Halifax Convention Centre - 1650 Argyle St., Ballroom B1

**When:** Monday October 19, between 2:30PM and 3:30PM  
Tuesday October 20, between 2:00PM and 3:00PM

## POSTER REMOVAL

Posters are to be removed between 12:50PM and 2:30PM Wednesday, October 21.

Posters that are not removed by 2:30PM Wednesday,, October 21, will be removed by Forum volunteers and left at registration for pickup.

Please send the final copy of your poster to Michelle at [michelle.daigle@queensu.ca](mailto:michelle.daigle@queensu.ca)