

Poster presentation guidelines

Conference Dates: 20–23 October 2025

Venue: Valencia Congress Centre, Spain

The 10th ESWI Influenza Conference will take place at the award-winning Valencia Congress Centre, located just seven minutes from Valencia–Manises International Airport. Renowned for its state-of-the-art infrastructure and sustainability, the venue has twice been named the World’s Best Convention Centre by the AIPC (2010 and 2018).

Poster presenter Information

Each poster presenter who has registered and paid the registration fee will have a **dedicated profile page on the virtual platform**.

Platform Access

- The virtual platform will be accessible via **www.eswiconference.org** starting **6 October 2025**.
- Log in with the **email address used for registration**.
- A login code will be sent directly to your inbox upon first access.

Profile Setup & Upload

- Your submitted abstract (via Conftool), presentation title, author names, and affiliations will be preloaded.
- Between **6 and 20 October 2025**, you can:
 - Complete your personal profile
 - Upload your poster
 - Optionally upload a voice-over recording in MP3 format

Poster Specifications

Design format

- **Size:** A0 (1189 x 841 mm)
- **Orientation:** Portrait
- **File format for upload:** PDF, max. 10 MB

Recommended Layout

Include the following sections:

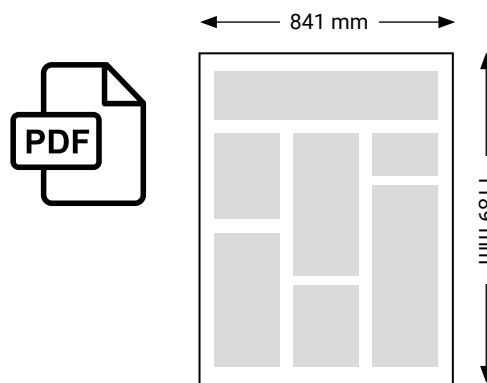
- Title
- Authors and Affiliations
- Introduction / Background
- Methods
- Results
- Conclusions

Tip: Add your institution, phone number, and email address in the top-right corner.

Presenters are fully responsible for content accuracy, including spelling, grammar, and scientific correctness.

Optional: Add Voice-over

You may record an MP3 audio presentation of your poster for the online platform. Instructions for both PC and Mac are provided at the end of this document or use this online tool: <https://online-voice-recorder.com>



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Artificial intelligence

If you have used artificial intelligence (AI) to generate any part of your work—such as text, images, data analysis, or visual content—you are expected to clearly disclose this in your presentation. Transparency around the use of AI tools is essential to maintain scientific integrity and ensure proper attribution. Please indicate the specific tools used and the extent of their contribution to your work.

On-site Poster Display

- Live participants must print and bring a hard copy of their poster.
Note: Only standard paper posters are permitted. Laminated posters or posters printed on fabric are not allowed due to mounting issues.
- Posters will be displayed on both the first and second floors.
- A dedicated board will be reserved for your poster. Each board will feature:
 - Poster title
 - Author names
 - QR code linking to your abstract and virtual poster

Setup Times:

Sunday, 19 October (17:00–20:00)

Monday, 20 October (during coffee/lunch breaks)

Dismantling:

Thursday, 23 October (16:00–18:00)

Posters not removed by 18:00 will be discarded.

Assistance: Visit the Congress Information Desk for help locating your board.

Please do not leave empty poster tubes in the hall—these will be removed and discarded.



Poster presentations

There are two dedicated **poster presentation** slots in the programme:

- **Tuesday, 21 October** | 17:00–18:30
- **Wednesday, 22 October** | 17:30–19:00

Each poster board header will indicate either a **test tube** or a **microscope**. Presenters assigned the test tube should be present at their poster on Tuesday. Those assigned the microscope will present on Wednesday.



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Record your poster presentation

ON A PC COMPUTER:

- Use the pre installed program in Windows Voice Recorder.
- Open Voice recording.
- Push on the blue microphone button and start talking.
- Trim the audio to the correct length (cut beginning and end).
- Save on your computer.

ON A MAC COMPUTER

- Open the Voice Memos App.
- Press the red 'record' button on the lower left side. The app will start recording immediately.
- Press the pause button when finished recording.
- Press the 'trim' button to trim the audio to the correct length. (Slide the yellow markers to the beginning and the end of your presentation.)
- Press 'trim' to confirm your edit.
- Press 'save' to save the file.
- Press 'Done' to return to the overview screen.
- Rename the file to your name and presentation title according to the programme.
- Drag and drop the file from the app to your desktop.

Or you can use an online platform to record your voice

<https://online-voice-recorder.com>

The image shows three sequential screenshots of the 'Online Voice Recorder' web application interface, with yellow callout boxes providing instructions.

First Screenshot: The interface has a dark blue header with the text 'Click the button to start recording...'. Below this is a large red microphone icon. To the right, a callout box says 'Allow the website to use your microphone.' Below the microphone icon, another callout box says 'Push the red record button.' The main area contains four feature descriptions: 'Online Voice Recorder' (a convenient browser tool), 'Free to use' (no hidden payments), 'Auto silence trimming' (detects and removes silent fragments), and 'Cut your recording' (crop to the actual section).

Second Screenshot: The interface shows a green audio waveform. A red microphone icon and a pause button are at the bottom. A callout box says 'Record your voice.' Another callout box points to the red microphone icon, saying 'Push the red button when you are ready.'

Third Screenshot: The interface shows a full audio waveform with a play button on the left and a 'Save' button on the right. A callout box points to the blue bars of the waveform, saying 'You can trim your audio file with the blue bars.' Another callout box points to the 'Save' button, saying 'Push the save button. Your mp3 file will be downloaded.'