

# E-POSTER UPLOAD GUIDELINES

## Instructions for e-poster submission

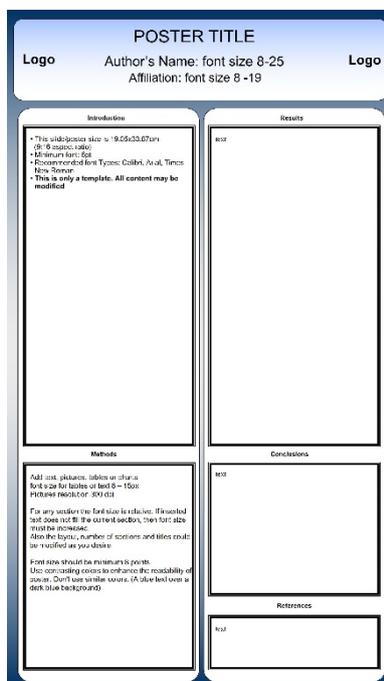
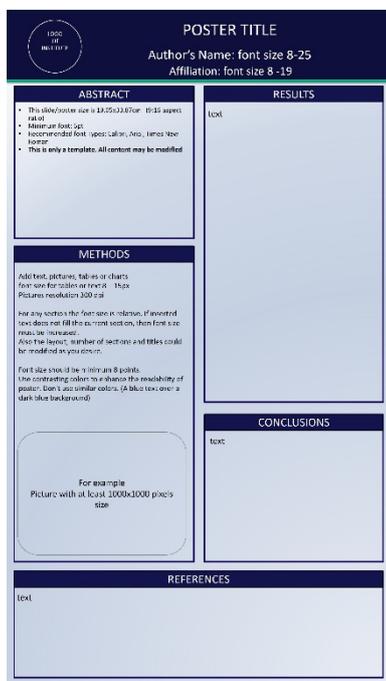
### HOW DO I PREPARE MY E-POSTER?

#### You must first prepare a poster prior to uploading your e-poster

##### Step 1:

Prepare a **one page** poster document in power point or word document. You may download a template to prepare an e-poster.

In order to download the e-poster template please use one of this templates: (click to download)



##### Step 2:

Turn your document into PDF format.

- **All e-posters should be prepared in English.**
- **Layout: Portrait (vertical orientation)**
- **Poster Size:**
  - **Pixels: Minimum recommended size (format W x H) is 1125 x 2000px and maximum is 2250 x 4000px.**
  - **In cm: 19.05cm width and 33.87cm height**
  - **Format: 9:16**
  - **DPI 300 pixels/inch**
- **File Size: Maximum file size is 4 Megabytes (4MB).**
- **File Format: Save your file as a PDF for quick and easy upload.**
- **Media: Images/photos, graphs and tables can be included in the e-poster.**
- **Multimedia: Videos can be included in the e-poster. (in order to embed movies inside PDF please use Adobe Acrobat Pro and only mp4 files are accepted encoded with h264 codec)**

# HOW DO I UPLOAD MY E-POSTER?

## Step 1:

Open your internet browser (preferable Chrome, Firefox or Safari) and go to the e-poster submission [site](#).

## Step 2:

Enter your personal access information (username and password). The personal access information has been provided to you through email. Click on "Log-in".

The system use requires authentication credentials. Please log in with username and password provided to you by email in order to upload your E-Poster. If you don't have your credentials, please contact us: [support@simul-europe.com](mailto:support@simul-europe.com)

Username:

Password:

Remember Login

## Step 3:

Once you log in the system, you will be able to see the poster(s) you have to upload. To do this, please click the "Edit" button that will allow you to upload the file(s) and make any other changes

Welcome Yaniv Fink,

For support please contact: [support@simul-europe.com](mailto:support@simul-europe.com)

By Uploading the poster(s), you agree to the [Terms & Conditions](#)

	Poster Name	File	Video	Sound
<input type="button" value="Edit"/>	AUTOMATIC CONTROL OF BLOOD GLUCOSE LEVELS BY MODULATING RELEASE RATES OF INSULIN GLARIGNE FROM IT'S SUBCUTANEOUS INJECTION SITE	<input type="button" value="View File"/>	<input type="button" value="Play now!"/>	<input type="button" value="Play now!"/>
<input type="button" value="Edit"/>	STUDY DESIGN OF RANDOMIZED, ADAPTIVE TRIAL IN ADULT AND PEDIATRIC PATIENTS WITH TYPE 1 DIABETES USING HYBRID CLOSED LOOP VERSUS CONTROL (CSII, MDI OR SAP)			

## Step 4:

Check all details of your e-poster and click "Next"

1 POSTER SETUP      2 ALLOWANCE      3 UPLOADS

**POSTER INFO**  
Check and/or update details

Poster Number

AffiliationsPoster Title

Authors Name

Affiliations

Keywords

Topic

### Step 5:

If you would like to give permission for other participants to download a copy of your e-poster (in PDF format), please make sure there is a check mark next to “Allow participants to download the e-poster in PDF format”.

If you would like to give permission for other participants to contact you during the conference, please make sure there is a check mark next to “Allow participants to contact you by email during the event”.

If you would like to deny posting your e-poster online, please make sure there is a check mark next to "Deny permission to publish your e-poster presentation on the website"

The screenshot shows a progress bar at the top with three steps: 1. POSTER SETUP, 2. ALLOWANCE, and 3. UPLOADS. Step 2 is currently active. Below the progress bar is a white box titled "ALLOW/DENY FUNCTIONS" with the subtitle "Change the allowance". It contains three checkboxes, all of which are checked:

- Allow participants to download the e-poster in PDF format
- Allow participants to contact you by mail during the event
- Deny permission publish your e-poster presentation on the website

At the bottom of the white box are two blue buttons: "Previous" and "Next".

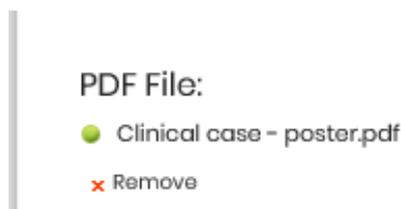
### Step 6:

The screenshot shows a progress bar at the top with three steps: 1. POSTER SETUP, 2. ALLOWANCE, and 3. UPLOADS. Step 3 is currently active. Below the progress bar is a white box titled "UPLOAD DETAILS" with the subtitle "Poster, Video and Audio". It contains three file upload sections:

- PDF File:** A text input field followed by a "Select" button. Below it, the text reads: "Select file to upload (.pdf) Maximum file size: 5Mb, use only english characters in filename."
- Video File:** A text input field followed by a "Select" button. Below it, the text reads: "Select file to upload (.mp4) Maximum file size: 20Mb (Optional), use only english characters in filename."
- Audio File:** A text input field followed by a "Select" button. Below it, the text reads: "Select file to upload (.mp3) Maximum file size: 5Mb (Optional), use only english characters in filename."

At the bottom of the white box are two blue buttons: "Previous" and "Submit".

Upload your e-poster by clicking select under PDF File



After successful upload you will green icon indicating the upload, if something will go wrong the red icon will appear with relevant text info.

(Optional) In additional you can upload one video and one audio files to present aside the e-poster. The upload progress is the same as for e-poster upload.

Click on “Submit” and wait till everything is updated.

**Step 7:**

After successful submission, you will see red buttons indicating which files are uploaded.

**Welcome Yaniv Fink,**  
For support please contact: [support@simul-europe.com](mailto:support@simul-europe.com)

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Please make sure the file you are uploading is correct. If you upload the wrong file, please click **Edit** and return to step 3.