Instructions for poster authors

All posters will be presented in a "paper" format (printed posters).

Posters **must be in a portrait-oriented – A0 format is recommended (width × height) (841 × 1189 mm/ 33.1 × 46.8 in),** which will be displayed on the poster boards in the Poster Area.

Posters will be displayed throughout the whole conference.

- The visual display area is: **950 × 1700 mm.**
- Fixing material (hook and loop fasteners/Velcro stickers and pins) will be available in the Poster Area. Conference staff will be available to assist you during the time of poster mounting.
- The poster boards will be numbered by the organizers and grouped by topic.
- The surface of the poster board is made of carpet material.

The number of your poster can be found in the **List of posters.** The presentation number assigned to your poster should not be placed on your poster.

Poster creation

The header of the Conference can be downloaded **here (JPG format, PDF format),** and the instructions on layout, font style, and margins are in the attached preview. The **preview** is informative only. The text, illustrations, etc. should be big enough to be read from a distance of 1.5 meters, and the message of the poster should be clear and understandable.

Please print your poster and bring it with you to the Conference.

No poster printing service is provided by the organizers.
Please **DO NOT** prepare a landscape poster.

If you wish to have your poster printed in Prague, you may contact the company **TOMOS** directly at tomos@tomos.cz. Please make sure to send your file well in advance – by August 29, 2025.

GUARANT International spol. s r.o.
Českomoravská 19 | 190 00 Prague 9 | Czech Republic
+420 284 001 444   iigann2025@guarant.cz
www.iigann2025.com

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Posters must be in **A0 format (841× 1189 mm)**, submitted as a **high-resolution PDF** with **3 mm bleed margins** (see <u>What is Full Bleed Printing</u>). We recommend mentioning that the poster is for the **IIGANN 2025 conference**. All communication and invoicing is handled directly with the company.

<u>Poster mounting time:</u> **Wednesday 17 September 2025 from 16:00**

<u>Poster removal time:</u> **Saturday 20 September 2025 from 17:00 to 18:00**

Other information

- **All posters will also be available in electronic form on the conference platform and in the conference mobile app.**
- **Therefore, we kindly ask you to upload your poster in PDF format to the conference platform.**
- If your poster is in the moderated session, please keep your presentation to 4 minutes and questions to 2 minutes.

How to prepare your e-poster:

- Please prepare your e-poster in these dimensions as a portrait – **67 × 96 cm** (width × height, **in portrait orientation**). If you're more comfortable with pixel resolution, use 1080 × 1550 px.
- The e-poster must always be one page only.
- Save the final e-poster as a PDF file (**Standard format publishing online and printing**).
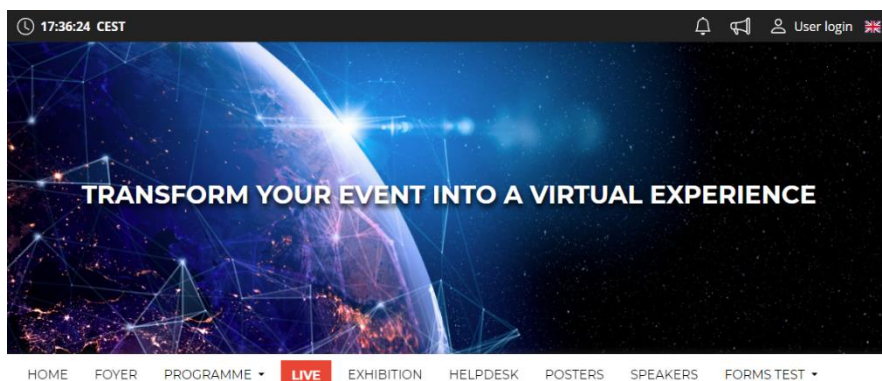- You can download the **IIGANN** e-poster template **here**.

How to work with the IIGANN Conference Platform:

Important information

- Visit the congress platform available here: https://iigann2025.gcon.me/
- Log in to the platform using the same e-mail address you used to register for the congress.
- Upload your presentation.

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Login to the platform
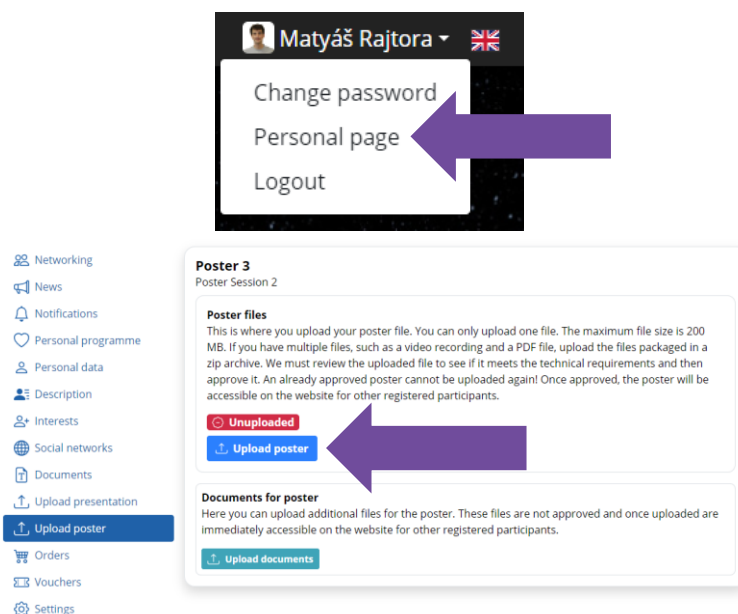
- In the top right corner – select **Login**.

- Log in with your e-mail and password.
- The first time you log in, you will be asked to enter your password, which will be sent to the e-mail you used to register. You can then change your password on your personal page.

How to submit your e-poster online:

Uploading a poster to the platform

- Upload your poster directly to the platform.
- After logging in, go to the 'Personal Page' found in the top right corner under your name.

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18th International Symposium
on IgA Nephropathy

IIgANN
PRAGUE 2025

17th–20th SEPTEMBER 2025
PRAGUE | CZECH REPUBLIC
CUBEX CENTRE PRAGUE

- To upload a presentation, click on "Upload poster".
- Select your poster file from your computer and upload it.
- The size of the poster must be no larger than 200 MB.
- The supported file type is PDF.
- **Deadline for online submission of the poster – Wednesday 10 September 2025.**
- E-posters will be approved only from a technical point of view. Authors are responsible for the poster content. Poster Authors will be notified in case of any issues.

In case of problems, contact technical support at the following e-mail address:
rajtora@guarant.cz

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