



Instructions for the Preparation of Posters

AOHC 2024 will take place May 19-22, 2024, at the Lowes Royal Pacific Resort at Universal Orlando.

Poster presenters are expected to be at their posters to answer questions from attendees during the opening reception on Sunday, May 19, 2024, from 5:45 – 7:15 p.m. CME will be offered for this poster session which should generate significant traffic.

FORMAT

- Posters must reflect the material summarized in your abstract.
- The overall poster board is 4' high x 8' wide (48 inches x 96 inches) with two poster presentations on each side of the board. **Please ensure that your poster is no larger than 3' x 4' (36 inches by 48 inches).**
- Each board will be identified by a number corresponding to the number of the poster listed in the Swapcard app. ACOEM will email your poster number in advance.
- Posters must not include advertising from ineligible companies whose primary business is producing, marketing, selling, re-selling, or distributing healthcare products used by or on patients.
- No materials advertising other meetings can be posted on the poster boards.
- ACOEM does not have a required poster template, but many can be found for free online.
- Push pins will be provided.

SET-UP AND DISMANTLE – PACIFICA BALLROOM 6-7

- By now you should know your poster number. If not, [click here](#) to view your poster number. There will be a poster board in Pacifica Ballroom 6-7 with your corresponding number. Please hang your poster on the side of the board that corresponds with your number. Please note that there are two posters on each side so be sure not to use the entire side for your poster.
- Posters should be on display before 4:00 p.m. ET on Sunday, May 19, 2024, and should be removed after 1:45 p.m. ET on Tuesday, May 21, 2024.
- Any poster not removed by 2:00 p.m. ET on Tuesday, May 21, 2024, will be discarded.

WHERE WILL POSTERS BE LOCATED?

Posters will be displayed in the ACOEM Poster Area in the Pacifica Ballroom 6-7 of the Lowes Royal Pacific Resort. This is the same room as the exhibit hall.

REGISTRATION INFORMATION

You are entitled to a \$100 discount off the registration fee by entering the code Save100 on the first page of registration. [Click here to register.](#)

IF I CANNOT ATTEND AOHC 2024, CAN A CO-AUTHOR PRESENT IN MY PLACE? Yes, the co-author must register for the AOHC 2024.

WHAT ARE MY OTHER EXPENSES?

You are responsible for arranging your own travel and hotel accommodation. To view hotel options, [click here.](#)

WILL MY ABSTRACT BE PUBLISHED? No.

If you have any questions, please contact ACOEM via email at educationinfo@acoem.org.