

EHMA 2025 – Poster Pitches Guidelines

Dear Poster Presenter,

Thank you for contributing to the EHMA 2025 Annual Conference. We are pleased to share with you important guidelines for the **Poster Pitches**, which will take place *onsite* in **Rennes, France**.

GENERAL INFORMATION

- **Poster Pitches are in-person only.** There is no option to present virtually.
- If you are selected for a Poster Pitch and cannot attend, please email **conference@ehma.org** as soon as possible. You may nominate an *onsite co-author* to present on your behalf, or your submission can be changed to an **e-Poster for viewing only**.
[At the time of submission, you have been indicated as the presenting author. If this has changed, if there is a mistake in our records, or if you are unable to attend, the presenter can be changed. Please notify us in writing at conference@ehma.org and let us know who the presenter will be indicating Full name, Email and Phone number of the new presenter. After the conference, only the presenting author will receive a presentation certificate, therefore this information must be correct].
- Poster Pitches will take place at scheduled times, as listed in the **Conference Programme**. Please check the latest programme updates.
- Please keep in mind your abstract ID number.
- Posters will remain displayed throughout the entire duration of the conference in the main exhibition area.
- Please note that submitting an abstract **does not** automatically register you for the conference and that presenters are not exempt from the payment of the registration fee. Presenters are also responsible to cover for their travel and accommodation costs.
- **Posters without one of the authors being registered will not be displayed.** If we do not receive confirmation of your participation through your registration, your name will not be included in the conference programme and your abstracts will not be published in the Conference Abstracts' Book.
- **Your registration is transferrable at any time.** If you register but are unable to attend and wish for a colleague to present on your behalf, this is possible. We ask you to please let us know as soon as possible in writing at conference@ehma.org
- **TERMS OF SERVICES APPLYING TO THE EHMA CONFERENCE** We ask you to please read carefully the Terms and conditions applying to the EHMA Conference available here: <https://ehmaconference.org/terms-conditions/>.

POSTER PITCHES FORMAT

- Posters are grouped by track and presented during a specific session.
- A **moderator (Chair)** will guide the Poster pitches and foster engagement.
- **Poster pitches are optional but highly encouraged** to highlight your work and draw interest.
- If you wish to give a Poster pitch, please confirm by **15 April 2025**.

- Poster Pitches typically feature between **5 and 15 posters**, with time for your pitch and interactive Q&A.

DURING THE POSTER PITCHES

- All Poster presenters must meet the **Poster Chair**—who will be holding a sign—at the **Poster Area** 10 minutes before the scheduled time. The chair will lead the pitch session
- Poster presenters are expected to **stand next to their poster** when it's time for their presentation.
- The Poster Chair will briefly introduce each presenter, who will then have 3 minutes to present.
- The Poster Chair will facilitate interaction and Q&A between the presenter and delegates.
- Presenters are encouraged to attend all the Poster Pitches to support their fellow presenters and foster discussion.
- It is always better to have a copy of your poster in an USB.

Please note that poster groupings and schedules will be available shortly on the conference programme.

NEW FOR 2025: E-POSTERS

This year, all posters will be displayed **digitally** on horizontal screens. Please note the following technical requirements:

- **Format:** 16:9 ratio
 - Pixels: **1920 (width) × 1080 (height)**
 - Centimetres: **33.867 (width) × 19.05 (height)**
- If the posters are not correctly formatted, EHMA will not be responsible for any issues related to viewing or display. Additionally, EHMA will not be able to make modifications on site. You will be asked by our Conference Team via email to make the necessary adjustments to ensure your poster is displayed correctly.
- File format: **.PPTX (Microsoft PowerPoint)**
- There is no official EHMA template – design your poster freely, ensuring clarity
- Recommendations:
 - Use clear visuals and accessible fonts
 - Limit text for maximum readability on screen
 - Avoid films, animations, and hyperlinks (they will not function)

DESIGNING YOUR POSTER

Best practices:

- State your **main conclusion up front**, using bullet points
- Keep text concise – avoid long paragraphs
- Replace detailed tables with **graphs, charts, or flow diagrams**
- Use colour sparingly to highlight key sections
- Your name, affiliation, and any acknowledgements must be included

A good poster should:

- Be **readable from 3 metres (10 feet) away**
- Contain **300–800 words**
- Use **bullets, numbering, and headlines** for structure
- Be clean, consistent, and visually appealing

? Need help getting started? Ask yourself:

1. What is the most important or surprising finding of my research?
2. How can I use visuals—charts, photos, or illustrations—to convey it?
3. What key points can I highlight during my talk to complement the poster?

POSTER PITCHES SCHEDULE

Location: EHESP – École des Hautes Études en Santé Publique, Rennes

All times are in **CEST (Central European Summer Time)**

Date	Time Slots
4 June 2025	11:00–12:15 and 15:15–16:30
5 June 2025	14:00–15:15
6 June 2025	10:45–12:00

SUBMISSION INSTRUCTIONS

- You have to send your E-Poster to conference@ehma.org (Subject: E-Poster [Submission ID] Submission)
- **Submission deadline: 15 May 2025 10.00 CEST**
- If you have any questions, feel free to contact us at conference@ehma.org by specifying your Submission ID.

OTHER USEFUL INFORMATION

- Stay updated about the Conference programme, which is constantly updated on our website: [EHMA Conference Programme](#).
- Discover the social programme and all the activities we have planned: [Social programme](#). Please note that, **the social dinner is included in your participation fee**.
- We have partnered with hotels that offer special rates to our delegates. If you are interested, please have a look at the options and book your accommodation through the forms or links on our website: [Practical information | EHMA 2025](#)

If you have any doubts, please email us at conference@ehma.org.

We are at your complete disposal to ensure your experience at the European Health Management Conference 2025 is a memorable one.

Kindest regards,
EHMA Secretariat