**Poster Submission Form**

Please complete and return to [haley@global-engage.com](mailto:haley@globalengage.co.uk) (.doc or .docx format)

|  |  |  |
| --- | --- | --- |
| Contributing Author(s)  (Please highlight congress attendees) |  | |
| Organisation |  | |
| Email Address |  | Include your email address in poster abstract book? Yes / No |
| Telephone |  | |
|  |  | |
| Poster Title |  | |
| Abstract (300 words approx.) |  | |

Posters should be sized A0 (841mm x 1189mm) in portrait orientation.

We must receive the abstract on or before 22nd March 2024\*. **Abstracts received after this time may not be accepted so please submit your abstract at your earliest opportunity.**

Global Engage will provide boards and fixings. Delegates are responsible for bringing the copy of their poster to be presented. If you wish a pdf copy of your poster to be distributed after the meeting to all attendees, please send the file to

[haley@global-engage.com](mailto:haley@global-engage.com)

\*Please note – Global Engage reserves the right to change the date for submission without notice if all available poster spaces are filled prior to the above date.

**Poster Presentation/Competition General Guidelines**

1. Submit your entry prior to the closing deadline (1 entry per person)
2. Two entries will be selected by the judges
3. The winners of the poster presentation will be given a 15-minute speaking position on the conference agenda and will be notified in advance to the meeting
4. The judge(s) will make the decision based on the abstract(s) submitted
5. The winners will also receive a certificate from the organisers
6. The meeting language is English
7. Representatives from solution provider organisations are not eligible to enter the competition but are welcome to present posters at the meeting as normal

**Any inquiry kindly contact:** [**haley@global-engage.com**](mailto:haley@global-engage.com)