



# ASV 2023 Flash Talk Presentation Instructions

We're excited to share a new system that we are implementing for ASV 2023: uploading your presentation to our [Presentation Upload Platform](#) **before you arrive at ASV 2023.**

With 60-plus workshops featuring more than 800 presenters, this new system is simple, easy-to-use and eliminates the stress of waiting in line for a computer to upload your presentation during the meeting! PLUS, it helps to ensure that all our workshops run smoothly.

You can upload your final presentation to the platform any time between today and **Tuesday, June 20, 2023, 5:00 PM Eastern Time.**

## FLASH TALK Oral Presentation Format Requirements

- Presentations should be developed in PowerPoint (Presentation rooms will be equipped with Microsoft PC's, so please ensure your PowerPoint is compatible ahead of time).
- Presentations are best shown in a widescreen PPT format of 16:9 (width:height).
- Flash talks (3' minute presentations) can have a maximum of 2 slides.
- The purpose of the flash talk is to briefly advertise your poster presentation, and this is best done by stating just the rationale, approach and the take-home message.

## Steps to Upload Your Presentation

1. For your oral presentation, name your presentation as follows: Program#-Presentation#-LastName. Ex: W1-14-Smith. **Use the program number of your oral flash talk (W), not your poster. We do not need an upload of your poster presentation.**
2. Click on this [Presentation Upload Platform](#) link from Conference Solutions.
3. Click on the "Add File" button or drag your document into the folder.
4. Click on the "Upload" button.
5. Once it's successfully uploaded, your screen should say "Finished uploading".

**The deadline to upload your presentation is Tuesday, June 20, 2023, 5:00 PM Eastern Time (GMT -04:00).**

Failure to submit your presentation by the deadline could result in errors and/or missing information in your presentation.

A speaker ready room will be available onsite with a very limited number of computers, for any last-minute issues.

*Presentations CANNOT be accepted in the workshop rooms.*

Please contact [lydia@conferencesolutionsinc.com](mailto:lydia@conferencesolutionsinc.com) if you require assistance in uploading your files.

## **Poster Presentation Information**

Poster viewing and presentations will be in the Classic Center in Grand Hall 8. Posters should be set up in their assigned spaces during the poster setup time for your session. Poster boards will be labeled with program numbers; set up your poster on the board with your poster's program number. Board fasteners will be provided. All posters MUST be removed after the session. Unremoved or abandoned posters will be stored temporarily in Grand Hall 8 but must be claimed no later than 10:00 AM on Wednesday or they will be recycled.

### **Poster Session #1: Sunday, June 25**

Poster Setup: 10:00 am - 1:30 pm

Presentation: 8:30 pm - 10:00 pm; Presenting authors must be present at this time.

### **Poster Session #2: Monday, June 26**

Poster Setup: 10:00 am - 1:30 pm

Presentation: 8:30 pm - 10:00 pm; Presenting authors must be present at this time.

### **Poster Session #3: Tuesday, June 27**

Poster Setup: 10:00 am - 1:30 pm

Presentation: 5:00 pm - 6:30 pm; Presenting authors must be present at this time.

## **Making your poster**

- The size must not exceed 4 ft x 4 ft (120 cm x 120 cm).
- Include your title at the top of your poster.
- The title should be followed by a list of authors and affiliations. Please highlight the presenting author.
- Text should be readable at a distance of 4 ft. A minimum font size of 28 is recommended.
- There will not be facilities at the conference venue for poster printing or editing.

Please contact [asv@asv.org](mailto:asv@asv.org) if you have any questions.

We look forward to seeing you in Athens, Georgia for ASV 2023!