



POSTER PRESENTER GUIDELINES

Please reach out should you have any queries or require any clarifications.

Tech Support - Name: Ms. Esmie Yap / Ms. Teddy Wong

E-mail: ciemalaysia2021@event-reg.biz

POSTER OVERVIEW



Part 1: Preparation of your single page - Portable Document Format (PDF) file

- Posters are available for viewing throughout the duration of the platform being live. This extended visibility is an advantage, extending the time you interact and share with attendees from around the world.
- The uploaded Poster PDFs will open as a PDF document that can then be zoomed in / magnified as a user is viewing the file. The PDF will be presented horizontally (landscape).

POSTER OVERVIEW



Getting Started on Your Poster:

- Poster : Horizontal / Landscape format.
- In PowerPoint, begin by creating a **title slide** and indicate the following information:
 - Author name(s) and the title of the poster
 - Kindly save and name your file in this format: **ID Number_title slide**
- Subsequently, in a separate file create your **poster slide**
 - The entire poster must be contained in only one slide
 - Kindly save and name your file in this format: **ID Number_poster slide**

Avoid dark backgrounds for text boxes. Note that dark text on white is the best option for most people to read.

Saving Poster as a PDF:

- Convert your PPT(X) files to PDFs, naming the files with the following format:
ID Number_title slide and **ID Number_poster slide**.
[Example: 88_title slide / 88_poster slide]
- The poster file size may **not exceed 10 MB**

POSTER OVERVIEW



How to Upload:

- Link: https://docs.google.com/forms/d/e/1FAIpQLSeenqIpgkXU3Xsl-Cm_E1MyaIXBTi0EiwplUN_HJvYzXu8EDw/viewform?usp=sf_link.
- If you cannot access the Google form, please contact Ms. Esmie Yap or Ms. Teddy Wong at ciemalaysia2021@event-reg.biz.
- Upload one file at a time (you can't upload a folder).
- The deadline for sending these materials for the online platform is **August 21, 2021**.

Accessing your poster paper space at CIE 2021:

- Upon receiving completed materials, an email acknowledgement will be sent to you.
- A link will be provided to you to access your poster space in the virtual platform on **September 6, 2021**.

POSTER OVERVIEW

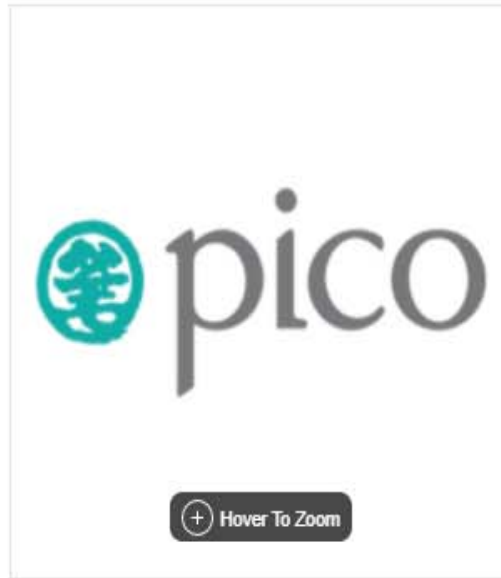


Part 2 : How to manage your dedicated poster space

- The poster session is scheduled for: **Tuesday, 28 September 2021 at 17:45 – 19:15, Malaysian time.**
- Meet virtually with attendees to answer questions or obtain feedback.
- Remember your poster will be available for viewing during the entire conference.
- Other conference attendees can arrange to meet with you at any time during the conference.

The following pages introduce you to your poster space and gives you information on how to manage your appointments and meetings.

In due course you will be given advice about when you can access your poster space.



Test Poster from Hidden Booth (Poster Presenter)



Chat Now



Poster presenter to go to their respective posters and click on the 'Chat Now' button.

[Product Details](#) [More Products](#)

Click on link to view file:
<https://vexpo-assets.eventxcdn.com/wcri0bpuwxsf6z8x1pfn7h0je5...>

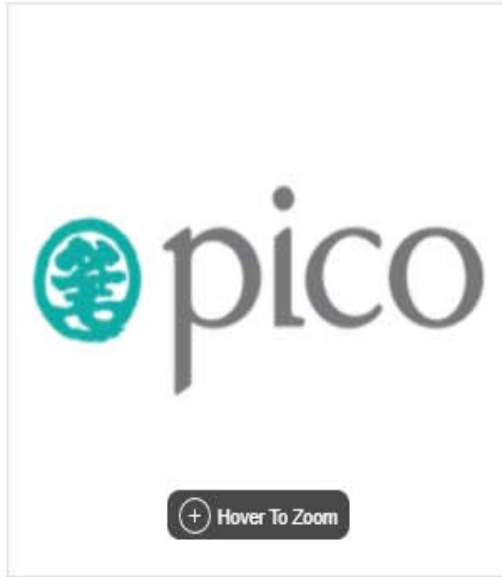
Made by **EVENTX**

G Guest 1

A Announcement
virtualdemo_booth_aYc56vHqzbL17VYTikBMe8YWuq9jy...

Public Chat Rooms

Chat input field with a send button.



Test Poster from Hidden Booth (Poster Presenter)

Chat Now

Poster presenter to introduce themselves to the attendees. To engage further, to advise available time to meet outside the poster session

Product Details More Products



Click on link to view file:

<https://vexpo-assets.eventxcdn.com/wcri0bpuwxsf6z8x1pfn7h0je5> Made by EVENTX

Guest 1

Announcement

virtualdemo_booth_aYc56vHqzbL1VYTiKBMe8YWuq9jy...

Public Chat Rooms

Today

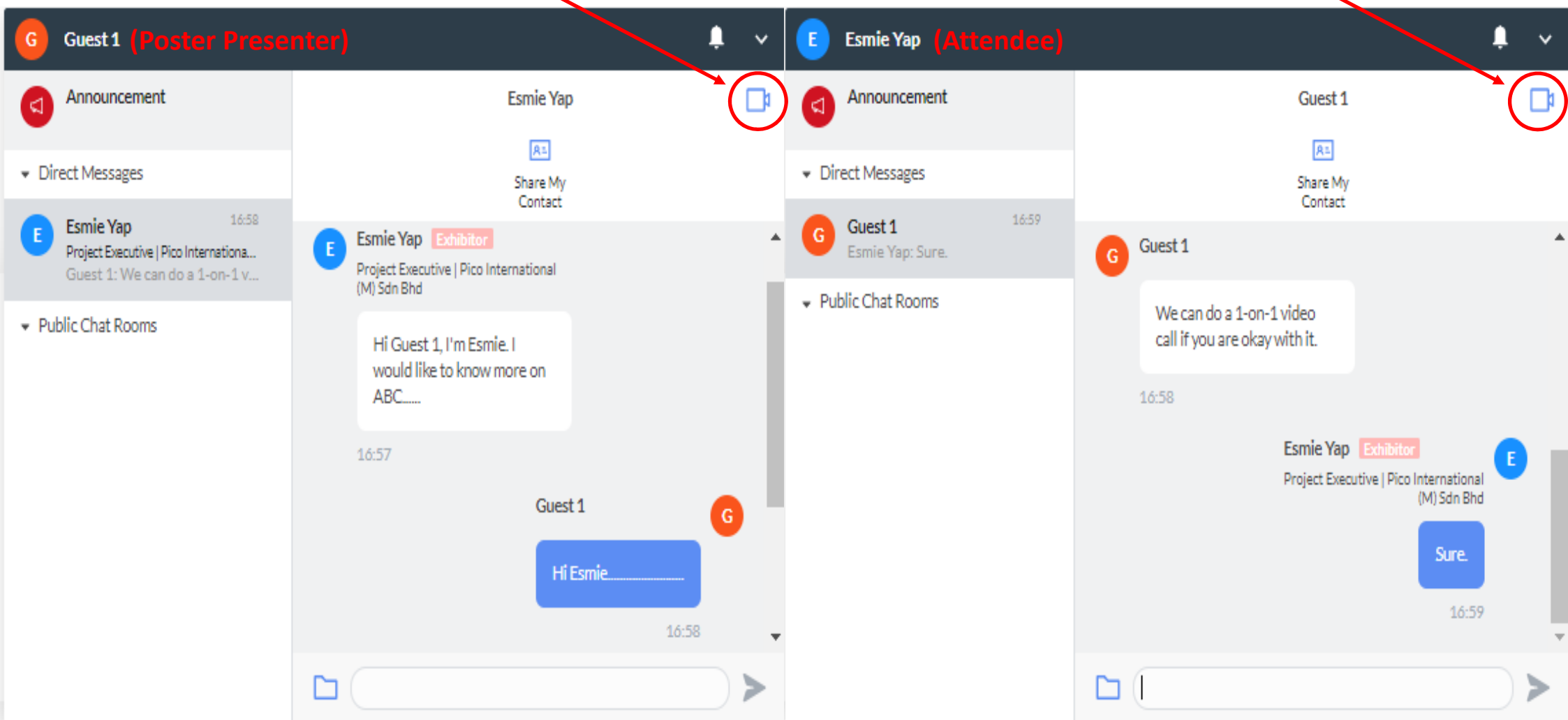
Guest 1

Hello, I'm Guest 1, the poster presenter for _____ (Poster title). If you would like to chat with me, please click on the icon next to my name to have a private chat. Thank you.

16:51

Chat initiate by the Poster Presenter and Attendee

Poster Presenter / Attendee can invite one another for a 1-on-1 video call by clicking on the video icon.



Test Poster from Hidden Booth (Poster Presenter)

[Chat Now](#)[Meetup](#)[+ Hover To Zoom](#)

Incoming video chat



Guest 1 is calling you

The call will start as soon as you answer

[DECLINE](#)[ACCEPT](#)

Product Details

More Products



Click on link to view file:

<https://vexpo-assets.eventxcdn.com/wcri0bpuwxsf6z8x1pfn7h0je5>

Made by **EVENTX**

Public Chat Rooms

Guest 1

Share My Contact

Esmie Yap

Project Executive | Pico International (M) Sdn Bhd

Sure

16:59

Esmie Yap


Project Executive | Pico International (M) Sdn Bhd


Duration: 00:00:50

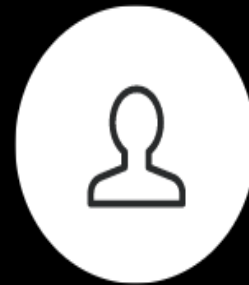
17:01

The option is available to either accept / decline the video call offer.

 Guest 1 **(Poster Presenter)**





 Esmie Yap (You) **(Attendee)**



The other opportunity is to share screen and present on the poster.

EVENTX

 Unmute Audio

 Start Video

 Share Screen

Settings ▾

Disconnect



THANK YOU

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