IOHA 2024
Advancing Worker Health Protection
POSTER INSTRUCTIONS

TITLE OF PRESENTATION

Please check the title of your presentation on the programme and let us know if there are any mistakes with your name or the title.

REGISTRATION

Poster presenters must be registered for the conference by **Friday 15 March 2024**. Payment needs to be received prior to the conference. Poster presenters receive a reduced registration fee of £553.50 (including VAT).

The option "IOHA Speaker Full Conference" will display at the bottom of the list. **Do not** proceed with online booking if the correct fee does not display – contact conferences@bohs.org – you will need to create a BOHS account to register. You will need to enter the abstract number (allocated at submission) in order to claim the speaker rate.

POSTER GUIDELINES

Please email a PDF of your poster to upload to the online conference programme to conferences@bohs.org by end of Friday 31 May 2024. Include the submission ID and presenter surname in the file name.

- Poster presenters should ensure that their posters are made to A0 size in portrait layout (1189 mm high x 841 mm wide).

- Font size should be sufficient to be read at a distance of at least 1 metre (minimum font height 5 mm).

- Posters should be set up and on display by 11:30 on Monday 10 June 2024– Velcro and pins will be provided. Identify your poster board from the submission ID number. A list will be available at the registration desk during the conference.

- A4 copies of the poster for delegates to take are useful, if you will be providing these please bring them in a holding pouch so they can be displayed with the poster. Or you can display a QR code on your poster to take viewers to further information on a website.

- Delegates may view the posters during refreshment and lunch breaks, please try to be present during these times to discuss your research with interested parties. Each poster will be allocated a specific session time where presenters are expected to attend.

- Posters are required to be on display for the duration of the conference. If you are unable to attend the full conference, please let us know and we will arrange for the safe and secure disposal of your poster at the end of the conference.

- We do not have printing facilities at the venue but here are 3 printers in Dublin who might be able to print your poster if you prefer to print it when you arrive:
- https://www.ucd.ie/copi-print/visitors/
- http://printdublin.ie/posters.html
- https://reads.ie/products/posters-a2-a1-a0-size

SOCIAL EVENTS

Monday is a welcome drinks reception and **Tuesday** a sponsored drinks reception, these are both included in the delegate fee.

Wednesday night is the conference dinner at the Aviva stadium and is an addition £92.25 which can be booked with your conference place.

HOTEL ROOMS

To book hotel bedrooms please contact Kirsty Westran kirsty@optimumevents.co.uk