



## EPOS POSTER GUIDELINES

### General information

EPOS™, the Electronic Presentation Online System, is an online database of the European Society of Radiology for electronic scientific material. An EPOS™ poster aims to convey the essence of a topic in a compact and precise format. Oral presentations are limited to the time of the congress, but EPOS™ presentations are retained as permanent records.

### Presentation formats

During the abstract rating process, the choice between a scientific or educational poster was made, and according to this decision, EPOS™ provides the respective poster structure.

<p><b>Scientific exhibits</b></p> <ul style="list-style-type: none"> <li>• <b>Aims and objectives:</b> Outlines the hypothesis and goals of the study.</li> <li>• <b>Methods and materials:</b> Provides sufficient details to permit repetition of the experimental work.</li> <li>• <b>Results:</b> Presents the study's outcome and concisely presented data (tables or figures where applicable).</li> <li>• <b>Conclusion:</b> Provides an interpretation of the results and their significance with reference to other cited work. The final paragraph should include a concise statement that summarises the significance of the original hypotheses' results and explains any unexpected results.</li> </ul>	<p><b>Educational exhibits</b></p> <ul style="list-style-type: none"> <li>• <b>Learning objectives:</b> Outlines the learning goals of the poster.</li> <li>• <b>Background:</b> Summarises the state-of-the-art definitions, problems, disease descriptions and pathophysiology of the chosen topic.</li> <li>• <b>Findings and procedure details:</b> Imaging findings should underline diagnostic specialities, key findings and clinical interpretations. Procedure details should describe the diagnostic procedures, how the diagnosis was made, and allow readers to reproduce the findings.</li> <li>• <b>Conclusion:</b> Provides an interpretation of the results and their significance with reference to other cited work. The final paragraph should include a concise statement that summarises the significance of the results in reference to the learning objectives.</li> </ul>
<p><b>Sample posters</b> <a href="#">Scientific exhibit</a> - have a look at a good example.</p>	<p><b>Sample posters</b> <a href="#">Educational exhibit</a> - have a look at a good example.</p>

### Language and spelling

We recommend that you get your work checked by a **native English speaker**. Consider asking an independent colleague to give an unbiased opinion on the **clarity** of the presentation and the **relevance** and clarity of the images.

Once a poster is part of the EPOS™ database, it will not be possible to do any changes and errors remain visible for all in the system.

When preparing your poster, we recommend using



## Poster content

Note that EPOS™ posters cannot be uploaded in Word, .pdf, or .ppt format.

**Overall composition:** The composition of your electronic presentation should be logical, well organised, self-explanatory and concise. The text should be structured (e.g. use bullet points), presenting only enough data/information to support the conclusions.

The information presented must be up-to-date, even if the topic or images refer to old or historical procedures.

**Tables:** Complicated tables and spreadsheets can be uploaded as image files.

**Images:** EPOS™ posters should not solely consist of text; viewers spend less time on a poster that does not have enough images. Therefore, the inclusion of images to illustrate your poster is mandatory.

- Through the **upload images box** at the bottom of your poster, you can upload images and add captions.
- Images must be appropriately linked to the text by embedding them. Use the picture icon on the top right corner of the text box to insert them.
- After inserting the image, this text "[img]1[/img]" will appear in the place of the image.  The number in the text is representing the figure number.

- All images should be in an adequate format and size (recommended: format .jpg/.jpeg, .png, .gif and animated .gif; size: 1024x768 pixels; resolution: 72 dpi; mode: RGB; max. file size 3MB).
- The origin and property of each image must be clearly stated in the references, e.g. © "Department of Radiology, General Hospital Vienna, Medical University of Vienna/ Austria 2009". For images already published, the full journal citation must be given ©"Maier M et al. (2007) CT of the chest. Eur Radiol 17:1-20". Any unreferenced image will be assumed to be the property of the submitters.

**Videos:** For this year's poster submission, the upload of videos is not possible.

**Permissions:** Authors wishing to include figures, tables or text passages that have already been published elsewhere must obtain permission from the copyright owner(s) and upon request provide evidence that permission has been granted when submitting the poster.

**Text and word limit:** Please provide sufficiently detailed information within each section (do not simply transfer your abstract contents into the electronic poster frame). The maximum number of words allowed in total is 1,500. All sections of the poster are taken into the word count.

**References:** The accuracy of references is the responsibility of the authors. Citations in the text should be in Arabic numerals in square brackets, e.g. [2-5, 12]. The list of references should only include works that are cited in the text and have been published. No more than 20 references are recommended.

**Abbreviations and acronyms:** Non-commonly used abbreviations and acronyms should be defined at first mention in the text. Radiation and laboratory measurements should be given using the International System of Units (SI).

**Product and company names:** Your presentation must be non-promotional and non-commercial in nature. Specific agents and manufacturers should only be mentioned by name if they play a central role in your poster's research question or education message. It is sufficient to state that images were acquired "at 1.5 T" or "using a 16-slice CT scanner" without mentioning the manufacturer unless there is some compelling reason to do so.

**Off-Label use:** It is essential to state that the data presented is "off-label" if the presentation refers to an indication not covered by the licensing authorities.

**Ethical standard:** For biomedical research conducted on animals, the guidelines outlined by the National Institutes of Health should be adhered to. Authors are advised to comply with these guidelines and to acknowledge such compliance in their manuscripts. Posters reporting the results of experimental studies on human subjects must include a statement to the effect that informed consent was obtained after the nature of the procedure(s) had been fully explained.

**Patient confidentiality:** In all instances, patient confidentiality must be protected. No names, hospital ID numbers or any other information that allows the patient to be identified should appear in illustrations, images, or texts.

Also remember that in cases of rare or specific diseases, patients can potentially be identified by descriptions such as "Bronchial arteriogram in a 32-year-old female with a history of Fallot's tetralogy and haemoptysis" if the workplace of the authors is mentioned (e.g. under 'Personal Information').

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## Citability, license and usage rights

### Online publication

For posters to be published on the [EPOS Online Viewing](#), submitting authors must accept that their poster will be published under an open license. Copyrights remain with the authors, and all readers are granted a worldwide, royalty-free, non-exclusive license to share (copy, distribute and transmit), and to remix (adapt) the poster, on the condition that:

- the work is attributed (but not in any way that suggests that they endorse me or my work)
- the use is non-commercial
- the work is shared under the same conditions.

An EPOS™ poster published on the [EPOS Online Viewing](#) will be assigned a DOI (digital object identifier) number and is therefore registered and retrievable.

Note that once a poster is registered with a DOI number, this cannot be reversed. Therefore, it will not be allowed to publish the work elsewhere in the future.

### Material used in your poster

Material (such as study details, images, etc.) that has been previously published (or which is under consideration elsewhere) can be used for creating EPOS™ posters, provided that all respective licenses and rights have been received by the copyright holder. This means that either a full reference or a note regarding material in press must be used in the respective poster parts (texts, images, tables, etc.).

The accuracy and completeness of references are, as for all other forms of scientific publishing, within the authors' responsibility. Neither a publisher nor the ESR will be held legally responsible should there be any claims for compensation.

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### Posters for ECR 2021

Posters will be included in the ECR EPOS™ exhibition, only if the presenter is registered for the congress. For more information about ECR 2021 registration, click on this [link](#).

The Scientific Exhibition Jury will evaluate uploaded posters and present awards (**Magna Cum Laude, Cum Laude, Certificate of Merit**) to the best ones.