

59th EASD Annual Meeting, 2 - 6 October 2023, Hamburg, Germany

The service provider **MEvents** will take care of all presentation materials for the **59th EASD Annual Meeting 2023 in Hamburg**. **Please note:**

Short Oral presentation (mandatory):

- If applicable, you will be required to fill in a Conflict-of-Interest declaration during the upload process which will be shown as the first slide during your presentation.

- All presentations should be in 16:9 format. Please note that under no circumstances will personal laptops be permitted. Only MS-PowerPoint (*.pptx) presentations will be accepted. Apple Keynote presentations are not permitted. Videos can be linked or embedded. Please remember to upload your video files separately if you are using PowerPoint 2007 or older versions, as they cannot be embedded into the presentation.

- All **Short Oral** presentation slides must be prepared upfront and uploaded to the online presentation system.
- Deadline for **Short Oral** presentation submission: 2 October 2023, 12:00 pm (noon)**CEST**

- The audio will be recorded during the live session on-site and made available together with the presentation slides on the EASD Virtual Meeting platform following author's approval.

- Short Oral Discussion Sessions will be located in Hall A, in front of the Hamburg Hall.

E-Poster display (not mandatory):

- All authors of a short oral presentation are strongly encouraged to submit a PDF file for the ePoster stations and the online platform. The PDF file should contain a one-page summary of the presentation.

- Only ePosters in PDF format can be accepted onto the platform and should be in LANDSCAPE (horizontal) orientation.

- To ensure the best quality of your ePoster, we recommend that the .pdf file has the size of an A0 sheet (1189mm x 841mm or 46.81 inches x 33.11).

- Hyperlinks, animated images and animations are not permitted for ePosters and will not function.

- ePosters should be included as the LAST SLIDE on the short oral presentation (as a Power Point slide or as an embedded image)

Speakers' Lounge Opening Hours:

Sunday, 1 October 2023	12:00 hrs – 18:30 hrs
Monday, 2 October 2023	08:00 hrs – 18:00 hrs
Tuesday, 3 October 2023	07:00 hrs – 19:00 hrs
Wednesday, 4 October 2023	07:00 hrs – 19:00 hrs
Thursday, 5 October 2023	07:00 hrs – 19:00 hrs
Friday, 6 October 2023	07:30 hrs – 14:00 hrs

- **Presenting authors* will receive an e-mail from EASD (no-reply@easd.org)** with instructions on how to upload their presentation. Please use the pre-submission service and have your presentation files checked beforehand. When your presentation has been successfully uploaded you will receive a confirmation e-mail.

*As indicated throughout the submission process all correspondence regarding the handling of abstracts is sent to the e-mail address that was entered in the system as contact for the presenting author (= first author not the submitter).

IMPORTANT

Overhead transparencies or traditional slide presentations will not be accepted.

Presentations attached to an e-mail cannot be processed.