

## Presentation Guidelines for Posters with Presentation

<b>Format of Presentation:</b>	PowerPoint file ( <b>max. 3 slides</b> incl. welcome page/cover image; no animation)  Slides <b>exclusively in English</b> (In case of non-compliance, the presentation will be deleted without replacement).
<b>Internet:</b>	No access to the internet during the presentation.
<b>Wide Screen Format:</b>	16:9
<b>Spoken Language:</b>	English recommended, but German, French and Italian allowed.
<b>Duration:</b>	Presentation time: 4 minutes Discussion time: 1 minute
<b>Submission of the Presentation:</b>	The final file must be submitted by <b>Thursday 16 June 2022, 17:00</b> using the upload form: <a href="http://www.sggg-kongress.ch/abstracts/daten-upload">www.sggg-kongress.ch/abstracts/daten-upload</a>  We kindly ask you to respect this requirement.
<b>Physical Poster in the Poster Exhibition</b>	
<b>Poster Dimensions:</b>	A0 / height 118.9 cm, width 84.1 cm
<b>Poster Language:</b>	Exclusively in English
<b>Poster Set-up:</b>	Thursday 23 June 2022, 08:30 - 10:30
<b>Poster Dismantling:</b>	Friday 24 June 2022, 17:00 Set-up and dismantling is done by yourself.
<b>Acceptance of Conditions:</b>	The presentation of your poster within the Poster Exhibition is mandatory. In the event that you fail to publish your physical poster in the Poster Exhibition, gynécologie suisse reserves the right to impose sanctions.
<b>Presenter:</b>	A person can only appear once as a presenter. The presenters have paid the Congress fee with the submission fee. If a presenter does not participate at the Annual Congress, their fee cannot be returned and cannot be transferred.
<b>Approval and Evaluation of Published Abstracts:</b>	
	It is permitted to present published abstracts at the Congress. Only unpublished abstracts will be considered for the awarding of prizes. Abstracts that have already been presented at other meetings will be considered for the awarding prizes.  The following information must be provided on the welcome page of the presentation: Has the presentation/abstract been published? Yes/No If yes, Reference information and Digital publication, link
<b>Disclosures:</b>	Collaborations with companies, institutes, etc. within the last 3 years that are associated with the abstract must be mentioned on the welcome page of the presentation.
<b>Publication of the Abstracts:</b>	All abstracts that are approved for presentation will be published in the gynécologie suisse book of abstracts. The wording of the original abstract submitted will be retained. The editorial team will not make any orthographical changes to the text, nor will it make changes to its content.
<b>Awarding of Prizes:</b>	Prizes will be awarded during the Social Event on Friday 24 June 2022.  The Scientific Committee requests that the award winners or a co-author must be present at the award ceremony.  gynécologie suisse awards prizes for the best Poster and Free Communication with the intention of encouraging young research talent in our field. Prizes are awarded to residents and fellows, but not to head doctors, senior consultants or research group leaders. Only unpublished abstracts can be considered for prizes.
<b>Prizes for Posters:</b>	1 <sup>st</sup> prize CHF 3,000.00 2 <sup>nd</sup> prize CHF 2,000.00 3 <sup>rd</sup> prize CHF 1,000.00