Poster presentations in Gather.town for EYCheM 2022 participants

The following paragraphs will answer the major questions about the poster session in Gather.town:

1. What is Gather.town and how can you use it to present your poster.
2. The required list of the documents that you need to submit for the poster presentation.
3. The instructions on how to format the required documents.

⇒ Presenting in Gather.town

The EYCheM 2022 poster session will take place in Gather.town. There are specific rooms where posters will be presented. You will need to submit your poster before the conference and it will then be set up in Gather.town for you. During the poster sessions, you can/should stand in the shaded square in front of your poster. This shaded square is known as a "private space" and your audio/video will be shared with everyone else in this square, but not neighboring spaces.

⇒ Submit the 2 required files:

The following 2 items must be submitted to eychem2022@gmail.com by Friday, January 14th. If you have any problems with formatting the required documents please do not hesitate to contact us for assistance.

1. Poster in JPG or PNG format

O This is what the participants will see when interacting with your poster presentation. See Figure 1 for an example.

O Some image specifications. See instructions in next section on how to properly size images.

O Maximum size: 3MB

O Minimum width: 1000px

O Minimum height: 600px

Figure 1: This is the view after interacting with a poster (by pressing x)

2. Poster preview in JPG or PNG format

O Submit the same image as in (1) but resized to 13.5x8 cm (more details below). This image is used to illustrate poster previews while walking around the poster room (see Figure 2).
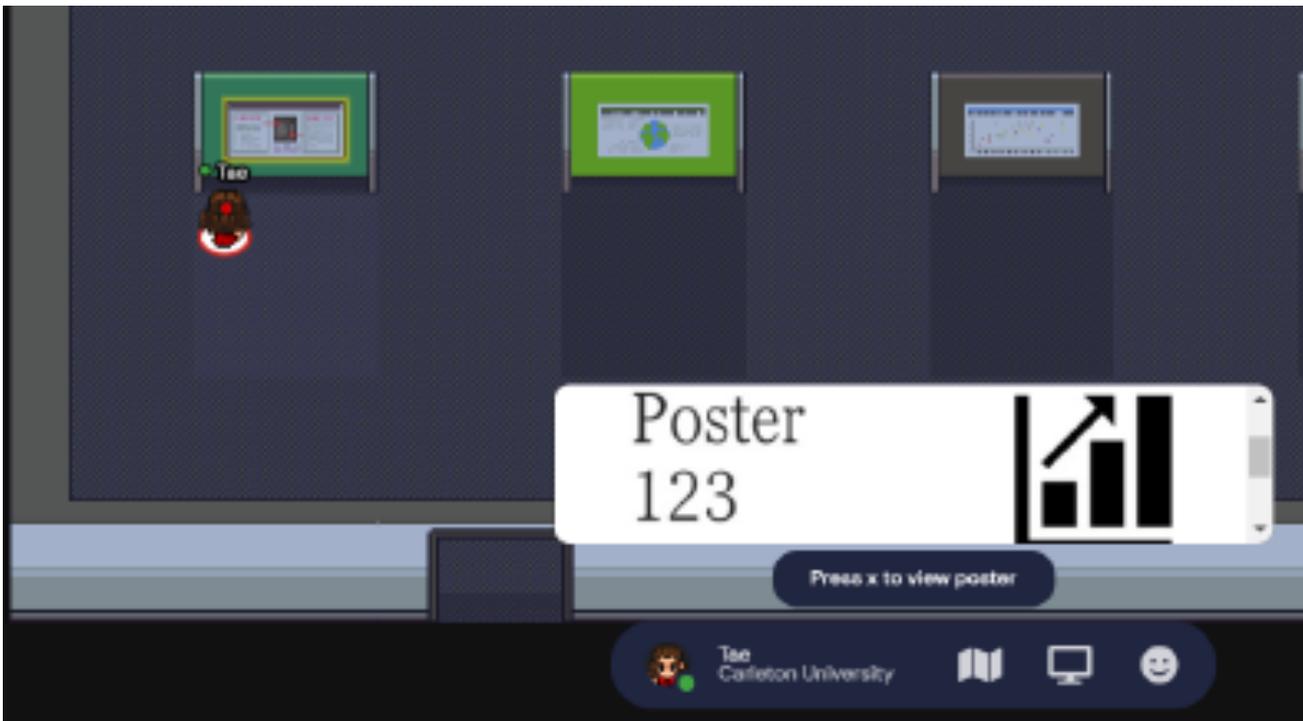
Figure 2: Walking around poster room/ poster previews

⇒ **How to make posters/resize them**

- **For the main poster (file1)**

1. We recommend using Powerpoint.
2. Select the Design tab.
3. Select the Slide Size icon and choose Custom Slide Size from the dropdown menu.
4. Change the width to 27cm and Height to 16cm.
5. A pop-up will appear prompting you to make a selection. Choose Ensure Fit.
6. File > Save. Name appropriately and save as JPG.

- **For the poster preview (file 2)**

1. Repeat steps 1-3 from above.
2. Change the width to 13.5cm and Height to 8cm.
3. A pop-up will appear prompting you to make a selection. Choose Ensure Fit.
4. File > Save. Name appropriately and save as JPG.