

# **E-Poster Upload Instructions**

Upload Period: From now until 2025/3/17

## **E-Poster Specifications**



- E-Poster Specifications :
  - $\checkmark~$  Please upload both JPG and PDF files

(JPG files will be used for the official website E-poster display; PDF files will be used for the on-site E-poster display.)

- ✓ Format: Portrait orientation, width: 1080 x height: 1915
- ✓ File size: Each file must be under 10MB.
- ✓ Image resolution: At least 300 dpi.
- ✓ File naming format: Use Submission no. + Name (<u>Refer to Slide 7</u>)
- ✓ The first line must contain the Submission no. (e.g., aamls20250001), The second line should include the full title.
- ✓ Only accepted abstracts with a presentation type of "Poster" are required to upload files.
- ✓ Additional notes on exporting images from Mac and Windows are provided (Slides 9-11).

Once your files are ready, proceed to the next steps.

### Step 1: Log in to Your Account and submission



- Click "Log In" to access your account.
- Navigate to "Call for Abstract" > "Online Submission".



#### Step 2: Upload Your E-Poster



- Click "Upload E-poster" to upload your files.
   (Only accepted abstracts status can upload files. )
- Ensure your files comply with the guidelines, A "Success" message will confirm successful upload.



#### Step 3: Check Your E-Poster Files (1)



• Click "Preview E-Poster" to review the uploaded image.



### Step 3: Check Your E-Poster Files (2)



- Double-check your submission details for accuracy.
- Verify the uploaded JPG file, If needed, replace the file during the upload period (Refer to Slides 3-5)

<b>Title</b> Body of Abstract:The Abstract Body should be informative and detailed with four separated paragraphs. " Purpose ", " Methods ", "Conclusion" and 'Results". The maximum abstract length is 300 words.	<b>First Author Information</b> Tsao test test
<b>Type</b> Poster	
<b>Category</b> LaboratoryManagement	

#### Note 1: How to Find Your Submission ID



- Navigate to "Call for Abstract" > "Online Submission".
- The file name should be in the format: Submission No.+ Presenter's Name (e.g., aamls20250002 Vanessa Chiu)



#### Note 2: Exporting Images & PDFs on Mac



• Click "File" > "Export...".



#### Note 2: Exporting Images & PDFs on Mac



- Select file format: JPG, JPEG, or PNG.
- Set dimensions: Width: 1080 x Height: 1915

● ● ● ##### ● ■ <b>A</b> B ½ · <b>B</b> B • •	・ 💁 E-poster_template — 已儲存到 在我的 Mac 上 ~	000 anta 000 A 🗄 🏷 🗸	🕒 🕞 … 🎦 E-poster_template — 已儲存到 在我的 Mac	<u>+</u> ~
常用 插入 繪圖 設計 轉場 動畫 投影片放映	校開 檢視 錄製 🖓 操作說明搜尋	常用 插入 繪圖 設計 轉場 動畫	投影片放映 校閱 檢視 錄製 🖓 操作說明搜尋	ピ 共用 □□ 註解
Aa   Aa	Aa Aa Aa Aa	Aa       Aa	Aa A	短影片 大小
1 The OF ADMISS		1	19183716151413321110,9,8,7,6,5,4,3,2,1,0	1, 2, 3, 4, 5, 6, 7, 8, 9,10,112,131435,163718,19
Vite United and and and and and and and and and an	2025 The 8 <sup>th</sup> AAMLS & more Crease of Next Accesses in the Access of Next Accesses in the Ac	Address man from the sector and	2025 The 8 <sup>th</sup> AAMLS & medden The 16 <sup>th</sup> APFMLS This (Content format Bold) Standard letter-spacing, Cont Athene (Form, Forta and 20), if you must be indeed a Athene (Form, Forta and 20), if you must be indeed a	** of the standard and a standard association of the standard associatio of the standard associatio of the standard association of the st
	標籤:		EHS? AAMI S2025xxxx-Name	
	小三・一部 下部1万月 (2) い	2010 100 100 100 100 100 100 100 100 100	標識:	
		12,286,327,1		
	線上位置 檔案格式: JPEG			
	◎ 储存每張投影片		線上位置 檔案格式: PDF 📀	
	管理储存日期时投款方 寬度: 1080 高度: 1915	8 10 10 10		
		S - Frank		
	取消 匯出		以利電子設備呈	見及閱讀舒適感
	請依個人需求進行內容安排	и 1 Ф		
	注音字體不可小於 20 pt			
	以利電子設備呈現及閱讀舒適感			

### Note 3: Exporting Images on Windows



 After designing the presentation, click: "File" > "Export" > "Change File Type" > "JPEG File Interchange Format".

E-poster_templ	ate • 已儲存到 此電腦	
$\bigotimes$	匯出	
☆ 常用	└── 建立 PDF/XPS 文件	變更檔案類型
┣ 新增		■戦福楽類型 ● ● ● ● PowerPoint 簡報格式 ● ● PowerPoint 97-2003 簡報 使用 PowerPoint 節報格式 ● ● PowerPoint 97-2003 簡報
▶ 開啟	<u>↓</u> 建立視訊	OpenDocument 簡報
	GF 建立動畫 GIF	使用 OpenDocument 簡報格式  新 簡報的起點
田 取得增益集	將簡報封裝成光碟	
貢訊 儲存檔案	■ 建立講義	影像檔案類型 可攜式網路圖形 PNG 每
另存新檔	變更檔案類型	其他檔案類型 「□」。儲存成其他檔案類型
列印		
關閉		另存新檔
帳戶		
選項		



#### For assistance, please contact the

#### **Conference Secretariat:**

2025aamls@gmail.com

# [Upload Your Files Now]