Digital Poster Session:
➢ The **Poster Exhibition** will be presented in a **digital form** only.
➢ The digital poster exhibition will take place in the foyers of the Musik- and Kongresshalle (MuK) Lübeck throughout the congress; posters will be assorted according to program number, author and subspecialty.
➢ **NB:** There will be no poster exhibition wall available, therefore only digital poster will be displayed at Poster Exhibition.

NB – Binding submission of digital poster until January 10, 2018:
➢ The digital poster presentation has to be submitted online and binding not later than January 10, 2018.
➢ Information for poster submitting (link and personalized login) will be sent to the firstauthors via email in December 2017.

Technical Specifications that digital poster needs to meet are:
➢ Landscape format, single page (both absolutely necessary!)
➢ Recommended resolution: 54,2 cm x 38,1 cm (corresponds 1.536 x 1.080 pixel)
➢ Exclusively accepted file types:
   Poster **without** movie: **pdf-file** (Resolution see above)
   Poster **with** movie: **pptx-file** (Resolution see above). You would be able to include one short video clip (up to 15 seconds is allowed); the file has to be saved as pptx-type finally.

Content / design of the poster:
➢ The poster shall contain important information, for example a description of special techniques, rare findings or results.
➢ Recommended sequence of display: title of the paper, information about the author (s), introduction, methods, results, discussion, conclusion, and references / literature.
➢ Tips for design: Make a clear arrangement, text should occupy no more than half of the poster total area. Choose a clear font (sans serif, eg Arial). In a given landscape a recommended number of columen is (3-4 columns). The color scheme should be neat and harmonic, monochrome background recommended. Look for simple, clear graphics and diagrams, including tables and formulas should be as much as possible avoided. Explain your pictures through labels rather than text.
➢ If you use the above recommended resolution, a minimum text size of 12pt and for prominent intended text (such as headings) a minimum font size of 16pt is optimally.
➢ For preparing your poster you could use ppt- and keynote-templates which are put on your disposal in the poster-upload-center.

Poster Award (Broicher Award) 2018:
➢ The prize is endowed with
   clinical/practical: first prize 1.000 Euro / second prize 500 Euro / third prize 250 Euro
   experimental: first prize 1.000 Euro / second prize 500 Euro / third prize 250 Euro
➢ The application for the Poster Award is possible with the online submission of your poster file (request for application will be called up during the upload). It´s not necessary to submit the application via www.hno.org additionally.
➢ Deadline for application is January 10, 2018.
➢ Winners will be informed before the congress, prizes will be awarded while the congress.

Virtually Poster Exhibition
➢ It´s possible to publish the poster in the eSupplement of the Journal Laryngo-Rhino-Otologie (Thieme Verlag).
➢ The declaration of consent will be called up during the online poster-upload.
➢ The eSupplement will be published in April/May 2018.