



2025 ACVP Annual Meeting Scientific Poster Presenter Guidelines

Policies

Poster presenters agree to

- Present at the Annual Meeting according to the schedule communicated in the acceptance email
- Register for and travel to the meeting at their own expense
- Upload a PDF copy of their final poster by the published deadline, understanding that the document will be used for poster award judging (if applicable) and made available to meeting registrants before, during, and after the Annual Meeting via the mobile app.

Poster presenters agree to comply with the following policies:

[ACVP Code of Conduct](#)

[ACVP Anti-Harassment and Discrimination Policy](#)

Poster Format

- The display area for your poster is **4' high and 8' wide**. Please ensure that your poster does not exceed these dimensions.
- Posters must include abstract **title** and **author names and institutional affiliations** as submitted.
- **Posters may include**
 - **Purpose:** Clearly state the purpose, what you did, and what you found. Write to entice the audience to visit your poster. Avoid abbreviations and jargon. End with a statement of major conclusion(s) from the study.
 - **Introduction:** Include only the minimal background information necessary to understand the project. If the poster describes an experiment, state a clear hypothesis. Hypotheses and/or objectives can be arranged as a list.
 - **Materials and Methods:** Be simple and to the point. This section should be much less detailed than in a manuscript. Use figures, tables, flow charts instead of text, if possible. Use limited references for complex procedures.
 - **Results:** In many cases, figures and well-written figure legends alone can represent your results. Pathologists want to look at figures, not read lengthy descriptions.
 - **Conclusions:** Revisit your hypothesis and state whether it was supported by the results. Explain the relevance of your findings, even if it is a case report.
- **Be brief and simple.** Do not include too many experiments. Condense or limit large amounts of data. Limit the number of problems tackled. Limit the number of tables and figures to only the most critical to bring out selected points.
- **Use figures and large print.** The audience should know what you did, why, and what you found within two minutes of time. Lists help to save space, and tie everything together. Summary diagrams also help.
- **Standardize nomenclature.** Avoid excessive use of abbreviations.

- Choose your very best photographs and clearest photomicrographs; your most brilliant fluorescence; your sharpest, darkest electrophoresis (use schematics if your gels or blots have faded). Label everything and use arrows liberally. Proof carefully; be sure arrows, etc., on photographs are in place and point to whatever the legend indicates. Tables should only contain the most important information.
- Be sure to indicate the number of replicates on which your data are based, and the statistical tests used.
- Provide a limited list of references.
- **QR codes** linking to related information, of a maximum size of 1" x 1", are permitted and encouraged in the lower corner of your poster.

Posters may not include any images or figures that are not your own, unpublished works unless you have obtained the proper permission, and the images/figures are properly cited. ACVP is not responsible for copyrighted material presented without permission.

- For a published image/figure from a book, article, etc., you must obtain permission from the publisher. You may need to obtain permission from the publisher even if you are using images/figures from your own publications. Provide first author, source title and year or a full citation.
- For unpublished images/figures provided by a colleague, obtain written permission of the author verifying that the image/figure is theirs, that it is unpublished, and that he/she has given you permission to include it in the proceedings. Cite as Courtesy of Name, Institution, City/State.
- For images/figures published on a web page, not as part of a journal article, book chapter, course material, etc.: URL of item OR however the site asks you to use as a citation. Consider the title of the webpage as well.

Poster Presentation

Posters will be displayed on two-sided bulletin boards in the Exhibit Hall, on the day specified by poster category:

Saturday, October 25: Veterinary Students

Set-up: 5-5:30pm

Poster viewing: 5:30-7pm

Authors attend: 5:30-7pm

Take down: 7-7:15pm

Sunday, October 26: Diagnostic Pathology

Set up: 6:30-7am

Poster viewing: 7-8am and 9:45am-3:30pm

Author attends: 9:45-10:15am and 3-3:30pm

Take down: 3:30-3:45pm

Monday, October 27: Clinical Pathology, Experimental Disease, Industrial and Toxicologic Pathology, and Natural Disease

Set up: 6:30-7am

Poster viewing: 7-8am and 9:45am-3:30pm

Author attends: 9:45-10:15am and 3-3:30pm

Take down: 3:30-3:45pm

Tuesday, October 28: Late Breaking

Set up: 6:30-7am

Poster viewing: 7-8am and 9:45am-3:30pm

Author attends: 9:45-10:15am and 3-3:30pm

Take down: 3:30-3:45pm

*If a presenter is unable to take down their poster at the scheduled time, they can ask another attendee to retrieve it for them. Any posters that remain after the scheduled take down time will be removed and disposed.

*Winning posters will be displayed electronically throughout the meeting. Specific instructions will be emailed to posters winners immediately before the meeting.

Poster setup

At the appointed time, locate the board with the number matching your assigned poster number. Posters should be printed on thin poster paper or cardboard; nothing heavier than can be supported by thumbtacks. Materials to fasten your poster board will be provided. If a presenter is unable to put up their poster by 7am (on Sunday, Monday, or Tuesday) on their scheduled day, they may ask a colleague to post on their behalf by 7am or post between 9:30 and 9:45am.

Presenter-attended poster times

While the information on your poster should be self-explanatory, all presenters are required to be next to their poster during presenter-attended poster times in the Exhibit Hall to interact with attendees and answer questions.

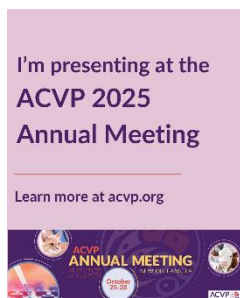
Poster takedown

Presenters are asked to return to the Exhibit Hall to retrieve their posters at the end of each section's presentation day, at the scheduled times. If a presenter is unable to take down their poster at the scheduled time, they can ask another attendee to retrieve it for them. **Posters not removed during takedown will be discarded.**

Social Media

Annual Meeting presenters are encouraged to invite your colleagues to join you at the meeting and post about your upcoming presentation on social media: **#ACVP2025**

I'm presenting social image



Mobile App

Download the meeting mobile app in the weeks immediately leading up to the Annual Meeting to create an account, plan your meeting agenda, and connect with other attendees.

Questions

Speakers with questions about these instructions are urged to contact meetings@acvp.org at least one week before traveling to the Annual Meeting.