

## ECCE 2019 Poster Presenter Logistics

The ECCE Organizing Committee would like to thank you for your upcoming participation as a speaker in the 2019 IEEE Energy Conversion Congress & Exposition®.

Please review the following information thoroughly, as it includes important deadlines and information regarding your poster presentation.

### IMPORTANT DATES

Conference Dates

September 29 – October 3, 2019

### LOCATION & SCHEDULE

ECCE 2019 will take place at the Baltimore Convention Center. For a more detailed schedule, please visit the program page of the [ECCE 2019 website](#).

### **\*NEW\*** PRINTING YOUR POSTER

IEEE ECCE has arranged for a local printing service with our corporate discount for your posters. Please visit the following link and submit for printing no later than September 23, 2019. You can [order here](#).

### PRESENTATIONS

Posters will be on display on Monday and Tuesday in Exhibit Hall F at The Baltimore Convention Center. As a poster presenter, please be available for questions at your display board during the posted session times. The times for each poster session are listed below:

Poster Session I.....Monday, September 30, 5:00PM – 7:30PM

Poster Session II.....Tuesday, October 1, 10:30AM – 1:00PM

Poster Session III.....Tuesday, October 1, 2:30PM – 5:00PM

If you do not know your poster number or poster session, please visit our technical program [here](#).

### SET UP/TEAR DOWN

*Please read through these instructions thoroughly to ensure a smooth transition between poster sessions.*

Poster Presenters will have access to Exhibit Hall F at the Baltimore Convention Center to set up and tear down their posters at the times listed below for each of the Poster Sessions.

#### *Poster Session I*

Setup: Monday, September 30, 4:30PM – 5:00PM

Poster Session: Monday, September 30, 5:00PM – 7:30PM

Breakdown: Monday, September 30, 7:30PM – 8:00PM

Presenters for Poster Session I must have their posters set-up no later than 5:00PM. Any posters that remain on the poster boards at 8:00PM, and do not belong in Poster Session II will be removed and kept at the Registration Desk.

#### *Poster Session II*

Setup: Tuesday, October 1, 9:30AM – 10:30AM

Poster Session: Tuesday, October 1, 10:30AM – 1:00PM

Breakdown: Tuesday, September 1, 1:00PM – 1:30PM

Presenters for Poster Session II must have their posters set-up no later than 10:00AM. Any posters that remain on the poster boards at 1:30PM, and do not belong in Poster Session III will be removed and kept at the Registration Desk.

#### *Poster Session III*

Setup: Tuesday, October 1, 1:30PM – 2:00PM

Poster Session: Tuesday, October 1, 2:30PM – 5:00PM

Breakdown: Tuesday, October 1, 5:00PM – 5:30PM

Presenters for Poster Session III must have their posters set-up no later than 2:00PM. Any posters that remain on the poster boards at 5:00PM, will be removed and kept at the Registration Desk.

Uncollected posters at the end of the conference will be discarded.

**POSTER BOARDS & PUSH-PINS**

4'x8' poster boards will be provided, so please keep these dimensions in mind when printing your posters. Push pins will be provided for all poster presenters.

**POSTER PRESENTERS' ORIENTATION**

A Presenters' orientation will be held for poster presenters on Monday and Tuesday at the Baltimore Convention Center. The orientation will be located inside Exhibit Hall F as follows:

Monday – 3:00PM – 3:30PM

Tuesday – 8:00AM – 8:30AM

Poster Presenters should attend the orientation each day that they are scheduled to provide a poster presentation; you may only attend on days on which you are scheduled to present.

**IMPORTANT LINKS**

As a reminder, the following are important links (as mentioned in this document) for your reference:

- Online Event Registration – click [here](#)
- Housing Reservations – click [here](#)
- Technical Program – click [here](#)