## Poster Submission Instructions for MSc Students

## Please submit your FINAL electronic MSc Poster in a PDF file by 4:00pm, THURSDAY 27<sup>th</sup> August 2020.

All posters MUST be

- A1 in size
- portrait
- in colour

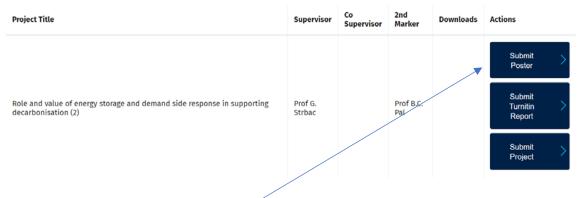
We have chosen this format to ensure that each student has the same space to write their text and to add any relevant graphics.

A College approved template for your poster can be found in the A-Z for Current Students: Click on 'Poster Presentations'. Ensure you choose an A1 Portrait version.

Please ensure you save your poster in a PDF format to your local drive before submitting via the app.

1. Log in to the app: <a href="https://apps.ee.ic.ac.uk/mscproj/">https://apps.ee.ic.ac.uk/mscproj/</a> The app works well on Chrome/Firefox/Opera

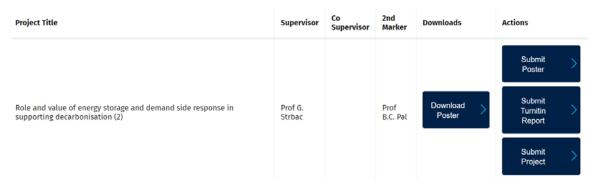
Each student will see their own submission page such as:



- 2. To submit your poster:
  - a. Click on Submit Poster button.
  - b. On the submit poster page: Choose a file to upload and click on Upload button



- c. On the dashboard, download poster button will appear.
- 3. Once the poster is submitted a Download poster button will appear on the dashboard under the download column and you will receive a successful upload confirmation from the system.



4. Once you receive notification of your successful upload the submission of your poster is complete.