



## FMF Virtual Poster Presentations: Guidelines and instructions

All posters will be on display for registered participants to view for the duration of the conference as well as for 50 days post-event. Poster presenters are asked to periodically monitor their posters Q&A chat feed to respond to any comments from viewers.

- Pre-conference poster viewing: November 1-15, check your poster page weekly and respond to any new comments
- Virtual event days: November 16-19, check your poster page each day and respond to any new comments
- On-demand days: November 20-January 7, check your poster page weekly and respond to any new comments

**All posters are to be uploaded into the virtual platform and be ready for viewing by September 30<sup>th</sup>.**

### Step 1: Claim your account and set up your profile

1. All **registered** presenters will receive a personalized link to access the virtual platform. When you receive this, please click the link within the email to claim your account and set-up your profile.

**From:** Hybrid FMF 2022 <[no-reply@pathable.com](mailto:no-reply@pathable.com)>

**Subject:** Poster presenter login link for Hybrid FMF 2022

2. The first time you enter the virtual platform you will be prompted to set up your profile. Enter your first name, last name, email, create a password, agree to terms, and click COMPLETE PROFILE.
3. You can click on your NAME on the top menu to make edits to your profile at any time.

### Step 2: Build your poster

**Follow these steps to build your poster:**

1. Enter the FMF virtual platform and select the POSTER tab on the main menu
2. Find your poster and click on it, then click on the MANAGE button. Click MANAGE anytime to edit your poster
3. Under MANAGE, there are 4 tabs to build and manage your poster
4. Upload your poster as your LOGO, add an image of your poster into the DESCRIPTION BOX (above the abstract details) and as a downloadable FILE
5. Click back to organization details to toggle back to attendee view

## Basics Tab

**Name:** Pre-populated with the title of your poster

**Logo:** Upload an image of your poster here. Minimum 300 x 300 px size, JPG or PNG

**Description:** Upload an image of your poster into the description box. Your abstract has been uploaded into the description field, please review, and update as needed

**Header banner:** Leave blank or upload an image of your choice. Exact size 1170 x 145 px size, JPG or PNG

**Tags:** Select from the list or create your own (attendees can search by tags)

**Links:** You can include multiple links such as YouTube, websites, etc

**Social media:** Add links for Twitter, Facebook, Instagram, LinkedIn

**Manage your team:** If any of your co-authors are registered for FME, you can add them here by clicking + NEW MEMBER and search by their name or email

**Additional poster:** If you are presenting multiple posters, we will add a link here to access these

**Important:** Changes can be made to these tabs at any time, always remember to hit the SAVE button if you make any changes

## Content Assets Tab

### Manage files

- Click + new file
- Upload a downloadable version of your poster here
- Use the star to highlight 4 files on your main poster page
- Drag and drop using the = to place them in the sequence you want them to be displayed
- Max size 10.0 GB

### Manage videos

- Click + new video
- You can also link to external videos i.e., YouTube, Vimeo
- Another option is to save your poster image as a PPT and then save as MP4. To do this, open PowerPoint, paste your full-size poster image, then save file as an MP4, then upload as a new video
- Use the star icon to display up to 6 videos in the video carousel on your page
- Drag and drop using the = to place them in the sequence you want them to display
- Note: If linking to an external video, ensure the link is not set to private or it will not display
- Max size 10.0 GB

## Polls Tab

- Click + new poll
- Friendly name: For your reference only, not displayed
- Question type: Choose from multiple choice, free-text entry, or rating
- Options: Add options to choose from for multiple choice or rating questions
- Only speakers can view poll results: Check this box if you want to hide poll results
- Hide poll from attendees until session starts: It is recommended to leave this unchecked
- Attendees will see poll results after they submit an answer (unless hidden)

# Analytics Tab

- In this tab you have your poster analytics at your fingertips
- The metrics will show information about poster visits, conversations, and content consumption
- Click the ? beside each to find out more

**Questions?** Contact Deanne McKay at [dmckay@cfpc.ca](mailto:dmckay@cfpc.ca) or by phone at 905-629-0900 ext. 473

# Poster Enhancements

We have received comments over these last two years that it would be nice to be able to view the posters without having to download a copy. We have strategized with Pathable to provide a few new ideas and instructions to enhance the ease of viewing for our attendees.

## Enhancement #1

To add a bigger version of your poster, start with an image file of the poster. The example below is 800x514 and fits well. You don't want the image to be too big or too small. Do not exceed 800 px wide.

File info

Filename: Poster on advocacy

Date taken: February 17, 2022, 1:42 PM

Size: 169.3 KB

Dimensions: 800 x 514

Shot: --

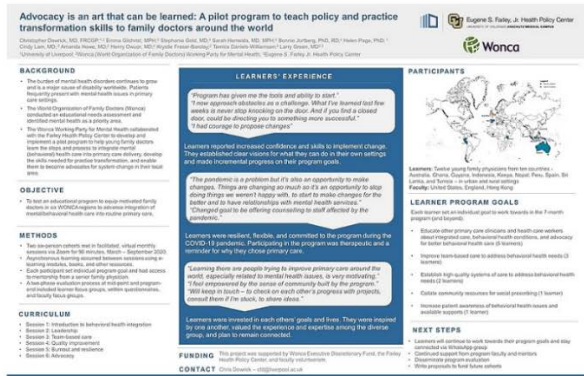
ISO: --

Device: --

Folder path: C:\Users\jcampbell\Pictures\WORK PICS\2021 ZOOM BACKGROUNDS

Open folder

Source: This PC



Go to the manage tab and insert the image into the main description box.

## Edit Organization

Profile Security Files Videos Leads (3) Visits (53) Polls

Name: Advocacy is an Art That Can Be Learned (436)

Logo: Wonca Poster-Downrick 2021.jpg

Header Banner: [Upload]

Location: [Select...]

Additional Poster: <https://cdn.filestackcontent.com/cache:expiry:31556926/3PVsQMKTdY4wlgmLrPys>

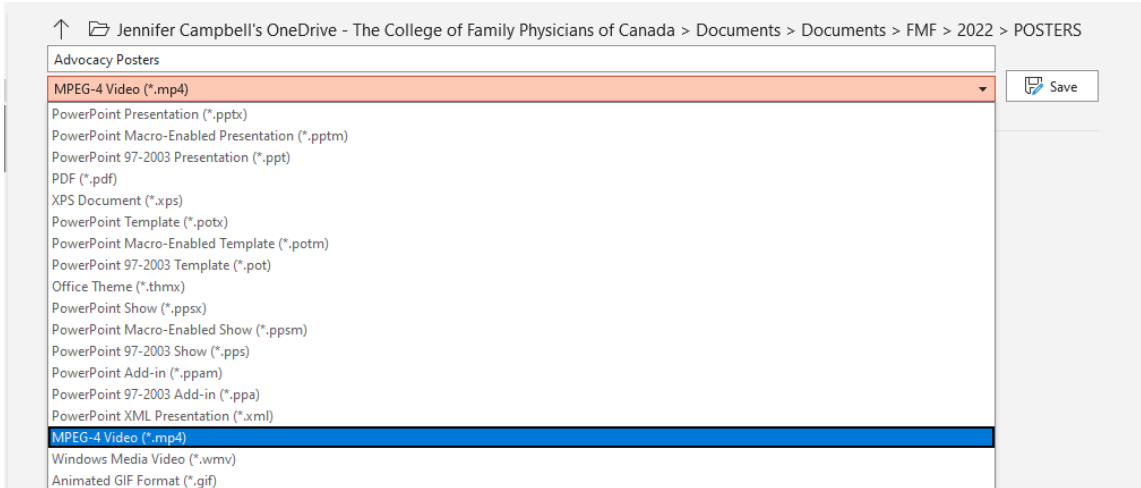
Description: [Rich text editor with 'Add Image' icon highlighted]

Category: Posters

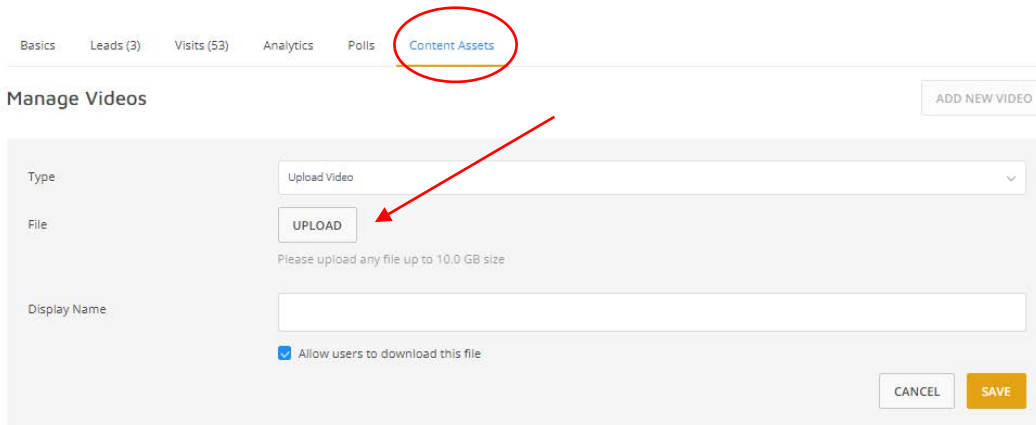
## Enhancement #2

Another option is to save the poster image in PPT and then save as MP4.

Open PowerPoint | Paste in a full-size image | Save as MP4

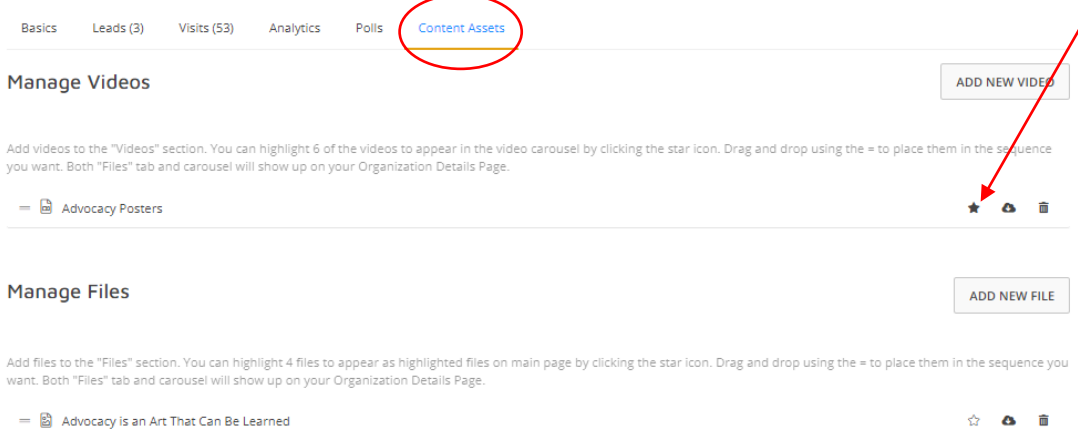


Next, click on the Manage button and go to the Content Assets tab to upload your video.



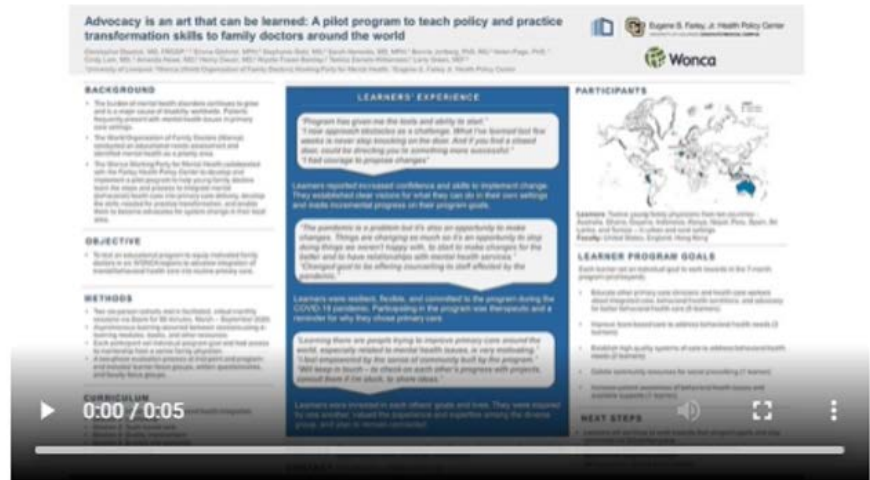
Add videos to the "Videos" section. You can highlight 6 of the videos to appear in the video carousel by clicking the star icon. Drag and drop using the = to place them in the sequence you want. Both "Files" tab and carousel will show up on your Organization Details Page.

Important reminder to put a STAR beside the files and videos you want to display on the page.



This is how the video will look when it's uploaded, make sure you click the star in the content assets tab to highlight it on your page.

settings. They continue to collaborate. We now plan a five-year programme, involving recent learners as mentors and faculty.



### Enhancement 3

Add a note into the top of your description box, example:  
**Click files to download this poster**

**Full poster view with both the enlarged image (1) and video (2)**

**Advocacy is an Art That Can Be Learned (436)**

Dr. Patrick Chege Memorial Research Award Poster Presentation

Christopher Downick, 1,3†; Helen Regard, Emma Gilmore, Stephanie Gold†, Sarah Hamada†, Scoria Jorjani, Cindy Lami, Amanda Howell, Ana Nemes Garcia, Larry Green, Henry Gwanzu, Krystal Fraser-Garcia,†, Tanica Gomez-Williams†

**Affiliations:** IWONCA Working Party for Mental Health, University of Liverpool, UK; Family Health Policy Center, Colorado USA; Royal College of General Practitioners, UK; WONCA Young Doctors Network, Portugal; Family Physicians, Jamaica; County Salerni Hospital, Italy; Tamsui Physician, Georgetown Public Hospital, Guyana

**Context:** Practice transformation requires systemic approaches, persuading and/or making that primary care can deliver effective mental (behavioural) health care, and to invest in infrastructure and capacity building. The World Organisation of Family Doctors (WONCA) include young doctors with commitment to primary mental health care but insufficient experience to enable systemic change. **Aim:** To help young family doctors learn the steps to integrate mental (behavioural) health care into primary care delivery; develop skills for practice transformation; become advocates for local systemic change. **Participants:** Faculty comprised facilitators from Family Health Policy Center, and mentors from WONCA Working Party for Mental Health. We recruited 12 young family doctors (seven women, 10 from LMIC) from all WONCA regions, interventions: The educational programme, divided locally by faculty, was based around six 90-minute zoom sessions, one per month. Each session was provided twice (two groups of six) to accommodate a two-zone issue. The educational sessions covered behavioural health integration, leadership, teamwork, care quality improvement, burnout and resilience, and advocacy. Learners also developed individual and projects underway in their own locality, with support and guidance from mentors and facilitators. Project work included educating other doctors, improving team-based care, establishing quality care systems and collating community resources. We took a learner-centred approach to change, creating a climate of encouragement. **Findings:** A two-phase evaluation process included questionnaires and qualitative group interview for faculty and learners. Participation logs showed that learners and facilitators maintained a consistently high level of participation, and all facilitators, with variable mentor involvement. Feedback from learners at mid-term, for example on US-centric materials, helped faculty refine content and processes of the second half of the programme. By programme end, despite limitations imposed by the COVID-19 pandemic, learners formed their own community, finding the heterogeneity of their settings enriching. Given the constraints of low-income settings, learners reported increased confidence and skills to implement change and progress toward their program goals. **Conclusions:** Learners realise that integration of mental health care is possible in their own clinical settings. They continue to collaborate. We now plan a five-year programme, involving recent learners as mentors and faculty.

Conversation | Self | Chat | Post

**NEW CONVERSATION**

Conanick a Taylor  
 Great Topic!  
 Thanks for the interesting read!

Reply 1 Like 1 reply

Kyrala Pagan-Bastida  
 Thank you! The programme itself was an interesting, engaging and extremely beneficial for us young Family Doctors.

Reply 1 Like

**ADDITIONAL POSTER | ARTICLES/CONTENIDO/RELLES**

MENTAL HEALTH | PUBLIC HEALTH | MEDICAL EDUCATION | PRIMARY CARE

ADVOCACY | MENTOR | GENERAL PRACTICE

Twitter

<https://twitter.com/081001>