

**Poster Symposium Presentation Details**  
**The 2021 International System Dynamics Conference**  
**July 26-30, 2021    Poster Symposium Date: July 27**

**POSTER Presentation Checklist:**

**NOW until July 8:** Upload any up-to-date conference material submissions (listed below) that you would like to share (always updateable!).

**BY JULY 8, REQUIRED.** Submit online your:

- Poster
- Make sure your abstract, title, and author information are correct and complete (always updateable!).
- The [Tentative Schedule](#) may change. Please check it periodically for any conflicts or problems.

Also by **JULY 8 (optional but recommended):**

- File for online schedule and live conference, in PDF format (a full paper, extended abstract, or slides for practitioner applications)
- Supporting materials (including models and documentation as appropriate)
- Presentation YouTube video ID (will allow conference attendees to see your presentation any time)
- Author link available during conference and for the Conference Record
- Indicate whether you will participate in a Dialog Session by signing up on the online conference website

**BY SEPTEMBER 7:**

File for Conference Record. Upload material that will be permanently and publicly available online after the close of the conference. You are encouraged to submit an extended abstract in lieu of the full paper for the Conference Record so that you will not be precluded from publishing elsewhere.

**IMPORTANT:** Please do not delay in submitting your files. Best Poster Awards will be given again this year. Judges will start reviewing posters on July 8.

**INSTRUCTIONS** for uploading:

- 1) Log in to the [Web Portal Submission System](#)
- 2) Click on the "Submission #XXXX" link to edit your existing submission.
- 3) On the "Menu for Submission #XXXX" page, use the link "**Upload new or updated paper files...**".
- 4) You should see a web page titled: "File Uploads for Submission #XXXX" (see image below).

Use this page to upload the Poster, PDF paper file, supporting materials, and Conference Record file.

## File Uploads for Submission #XXXX

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You can upload one or more files. If your internet connection is slow or the files you are uploading are big we recommend that you upload only one file at a time. After you upload your files an email, will be sent to you confirming the upload.

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**File for Conference Record.** This must be an Adobe Acrobat file and should include all author information. This file should be submitted after the conference and will become part of the permanent conference record. Please submit an extended abstract or set of slides. Be sure not to submit something that would preclude publication elsewhere. This submission is due September 7, 2021.

No file selected. (filename must end .pdf and file must be less than 2 megabytes)

**File for Online Schedule and live conference.** This must be an Adobe Acrobat file and should include all author information. This file must be submitted when you receive notification of acceptance and will be available to conference attendees, but not to anyone else, during and for 2 weeks after the conference. It will be removed after the conference.

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**Poster (Required).** Your poster should be in landscape and scaled so that when shown at approximately letter size the title is clear. It will be available for download during the conference, and a thumbnail of it will be used to mark your location during the virtual poster sessions.

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**Supporting materials.** You are encouraged to include any models on which your paper is based and other material that will make it easier to understand your work. This file may be a .zip archive with several files included. It will be made available to the reviewers and the version submitted for review should not include author information (you may update this file after you are notified of acceptance and until September 7, 2021 to include author information). Supporting materials will be included in the Conference Record for papers assigned to Plenary, Parallel and Poster sessions.

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Click on this only once. It will take some time for the files to upload. If you exceed the maximum file sizes it will take a long time to receive the error message.

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For edits to the title, abstract, author list, YouTube video ID, and link to additional information (this link will be available during the conference and also included in the permanent Conference Record):

- 1) Log in to the [Web Portal Submission System](#)
- 2) Click on the "Submission #XXXX" button to edit your existing submission.
- 3) On the "Menu for Submission #XXXX" page, use the link "**Review or update paper information ...**".
- 4) You should see a web page titled: "Paper Information for Submission #XXXX".

Edit or fill in all appropriate fields.

### Poster Symposium Presentation Details:

The Poster Symposium event will be scheduled on Tuesday, July 27 (Chicago time).

Poster Sessions **A** and **B** are scheduled so that the first session begins:

Session A-1: 14:00 to 14:45

Session A-2: 14:45 to 15:30

The second session on Tuesday will be:

Session B-1: 21:00 to 21:45

Session B-2: 21:45 to 22:30

Your poster will be scheduled on Tuesday. Each session is 45 minutes in duration. The Tuesday posters scheduled in an A session will continue to be available for presentation in the corresponding B session. Poster presenters may choose to be present for "live" discussion in either or both of the A and B sessions. Links you provide about your poster will continuously be available throughout the conference.

**POSTER SPECIFICATIONS:** Posters will not be printed this year. As a reference for digital poster preparation, you should adhere to the following guidelines:

**Orientation:** Landscape (Most computer screens are “landscape” orientation.)  
**Size:** Letter (11” x 8.5”) **or** A4 (11.7” x 8.3”) – either is fine, one-page format  
**Font size:** 18+ for title (and large font in general)

**Format:** PDF

Conference participants will be able to open the PDF and examine your poster from the comfort of their computer chair. Participants will open your poster and be able to enlarge it to fill their screen, and they can also expand any graphic or figure details. An overall view of the poster can only be as big as the monitor screen, but all details in the poster can be seen when it is enlarged, on the monitor, by the participant. Please create a full, informative, and attractive poster.

To rescale a full-sized poster, just make sure that it is prepared in a 4x3 ratio (landscape), for example 40” by 30”. Fill the poster area as you normally would if you were printing it, for an in-person conference, as if you were to hang the poster on the display board. Then print it as a PDF (landscape) to fit letter-sized paper. Please be sure that the title of your work is legible when printed to Letter or A4 and viewed at 100%.

**Presenting Live:** Authors are required to present “live” in at least one of the 45-minute poster sessions where their paper is scheduled. Each poster session will be linked to a Zoom meeting. A breakout room will be available for each poster presenter in the session. The presenter and conference attendees will communicate via Zoom during the meeting. Each presenter will be able to share their screen that shows their poster within the breakout room. Here are some [Poster Session tips](#). Conference attendees will come and go while visiting other “live” poster presentations in different breakout rooms. In advance, during, or after the session, conference participants may also open the PDF of your poster from the online conference website to examine the details. If a presenter must leave a “live” presentation, it is the presenter’s responsibility to alert the meeting host.

In addition to being at the Poster Symposium session “live,” authors are encouraged to create a 5-minute YouTube video to supplement their poster presentation. You can then enter the YouTube video ID in the Paper Information page. That way, your presentation will be available during the conference so that others who cannot attend the live session can listen to the presenter speak about their work. For more information, please see: [Poster Session](#). **Note:** A video demonstration of a poster presentation is available: “[Poster Presentation Tutorial ISDC](#).”

Author presentation videos will be made available through the online conference site and are only available to conference registrants. They will not be publicly available. The YouTube video ID that authors provide will not be part of the Conference Record, and the video may be deleted from YouTube at the authors’ discretion.

The final two days of the conference will include a set of Dialog Sessions arranged by topic. All authors are invited to participate in Dialog Sessions. These sessions will facilitate discussion around work presented at the conference, as well as other dialog about the topic (hot topics, areas of future

work, potential collaborations, etc.). Authors who wish to participate in Dialog sessions will be able to sign up on the online conference website. Please stay tuned for further information about this opportunity.

**CONFERENCE MATERIALS:** Conference papers and posters can be viewed through the online conference website, which is only available to conference registrants. Conference papers will not be publicly available and will not be archived.

Poster presenters are encouraged to upload an extended abstract of their work in lieu of a full paper for the Conference Record. Practitioner applications may submit a set of slides for this purpose. Whatever is submitted to the Conference Record should never prevent the author from publishing elsewhere. We strongly recommend that authors submit their work to a journal such as the *System Dynamics Review*. The strength of the field requires publishing good work to reach audiences beyond those attending our conferences.

The online conference website will be available post-conference only until August 31, 2021. Then, it will be taken down, and a separate Conference Record will be created. Here is more information on what will be included in the permanent Conference Record:

<https://webportal.systemdynamics.org/documentation/Default.htm#cshid=1007>

**IMPORTANT DATES** for Poster presentations:

July 8 – REQUIRED file for Poster

July 26 – ISDC 2021 Virtually Chicago Conference Opening!

September 7 – Deadline for Conference Record file

2021 International System Dynamics Conference

Virtually in Chicago

July 26-30, 2021

E-mail: [conference@systemdynamics.org](mailto:conference@systemdynamics.org)

SYSTEM DYNAMICS SOCIETY

<https://www.systemdynamics.org/>

**Note:** Many of the links in this document reference the Web Portal [documentation](#) page, where you will find menu items for the Online Conference as well as the Submission System. We are in the process of migrating documentation from the Web Portal to the main System Dynamics Society website, where you will find the most up to date information:

<https://systemdynamics.org/conference/submission-system/>

Updated June 11, 2021