

IDCC27 Poster Presenter Handbook

Welcome to the **IDCC27 Poster Presenter Handbook** - your guide to preparing for and participating in the 21st International Digital Curation Conference (IDCC27) in Lisbon, Portugal. This document provides key details about **conference registration**, **social events**, and **workshops**, as well as information on the **conference programme**, your **presentation session**, and **final presentation submission**. You'll also find guidance on how to **submit your full paper for publication** and tips on **promoting your participation on social media**. Please read the handbook carefully to ensure a smooth and successful experience at IDCC27.

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1. Registration

1.1 Main Conference

IDCC27 will be held in Iscte – University Institute of Lisbon , Portugal from 9-12 February 2027. **All presenters are required to register to attend in person**.

You can take advantage of the **Early Bird ticket**, available until **13 November 2026**, or until sold out.

We kindly ask that all presenters register as soon as possible, and no later than **8 January 2027.**

Discounted tickets are available:

- **Student Ticket** £150
- **LMIC (Low and Middle-Income Countries)** £50
- **DCC Associates:** £50 discount available on any two-day Conference Ticket.
- **Local Residents:** £175 discount available on any two-day Conference Ticket for Croatian residents.

For full ticket details, discounts, and workshop information, **visit IDCC27 Registration website.**

1.2 Social Events

This year for IDCC27 we will be running two in-person social events in addition to the regular conference:

- A pre-conference **Drinks Reception** will be held on Tuesday 9 February 2027, from 16:00 – 19:00 (UTC+0) at the ISCTE. Tickets are included with in-person attendance tickets, spaces are limited.
- The **Conference Dinner** will take place at the **Museu da Cerveja** (Beer Museum) on Wednesday 10 February 2027, from 19:00 to 22:00 (UTC+0). Dinner ticket includes 3-course meal, drinks, museum tour and entertainment.

You can read more about the social events on our website.

Please make sure you book your ticket for the social events at the point of registration (*through Eventbrite or Invoice request*) as places for both events are limited.



1.3 Workshops

The conference will be complemented by a rich programme of community-led workshops on **Tuesday, 9 February and Friday, 12 February 2027.** All workshops will be held in person at the ISCTE. Workshop spaces are limited and must be booked separately from the main conference ticket.

The workshop registration will open shortly**.**

2. Conference programme

The full IDCC27 programme is available **via Conftool Programme Page** . You can also see a full **list of accepted submissions**.

2.1 Your session

All posters are scheduled for presentation on Wednesday, 10 February 2027 during **Poster and Demo presentation sessions 1 and 2.**

This session is an opportunity for you to invite attendants to visit your poster by providing a teaser in 60 seconds. We have emailed you details about the session including the timing, the presenting author's name and presentation order. If the presenting author changes, please e-mail us at idcc@ed.ac.uk.

All presenters will have allocated seating at the front of the room. We kindly ask you to take your allocated seat upon arrival prior your session. This will ensure smooth delivery of this session.

You will have a maximum of 60 seconds to present your poster; there will be a timer visible to you. Please adhere to the time limit, as this is a rapid presentation session.

We will prepare a slide deck with all posters for the main screen; therefore, please make sure you have uploaded your final poster to the ConfTool platform by **24 January 2027.**

We will run an informal Poster Exhibition session in the afternoon on 10 February, where you'll get an opportunity to discuss your poster with other attendees.



3. Final Poster

3.1 Digital

Please create your final poster in a one-page PDF portrait format (not landscape). Final poster submission should include:

- Title
- Full name(s) and ORCID of author(s),
- Author(s) institution affiliation
- HTTP or QR code link to your institution(s) website,
- Institutional/company logo 700 x 210 (recommended) 1000 x 1000 max.

Please uploaded your final poster to the ConfTool platform by 24 January 2027.

The abstract you provide in ConfTool, and the poster itself, will be uploaded to the IDCC community on Zenodo, where it will be shared under a CC BY license.

3.2 Printed

Please make sure you print your poster in advance for the poster exhibition. We recommend you arrive plenty of time before the official start at 09:00 on 10 February to register and add your poster to the exhibition. We will provide poster boards, labels with the title of the poster and author(s)' names, as well as pins to hang your poster.

The printed poster must adhere to A1 portrait format (not landscape) with dimensions of 594mm in width (23.4 inches) and 841mm in height (33.1 inches). Please note that the poster boards provided cannot fit larger or landscape size posters. Ensure that your poster is a single, unsegmented piece and not made up of separate sections.

We are unable to print posters for you, however there are local printing places available. Please remove your poster and take it with you after the end of the conference.

4. Promote Your Session at IDCC27

We encourage all presenters to help spread the word about IDCC27 by sharing your participation on social media!



To make this easy, we've created a ready-to-use **"I'm presenting at IDCC27"** graphic that you can copy and save from our Useful Information webpage and share on your social media.

If you'd like to personalise it by adding your **photo, name, and presentation title**, you can also access our editable **Canva template** (*please note a Canva account will be required to edit and download the templates*).

When posting, please tag the Digital Curation Centre (LinkedIn, BlueSky and/or Twitter) and use the hashtag **#IDCC27** so we can celebrate and share your post with the wider community.

Thank you for helping us build excitement for IDCC27 - your voice makes a real difference in bringing the digital curation community together!

If you have any questions, please contact us by emailing idcc@dcc.ac.uk.

Looking forward to welcoming you in Lisbon!

IDCC Organising Committee