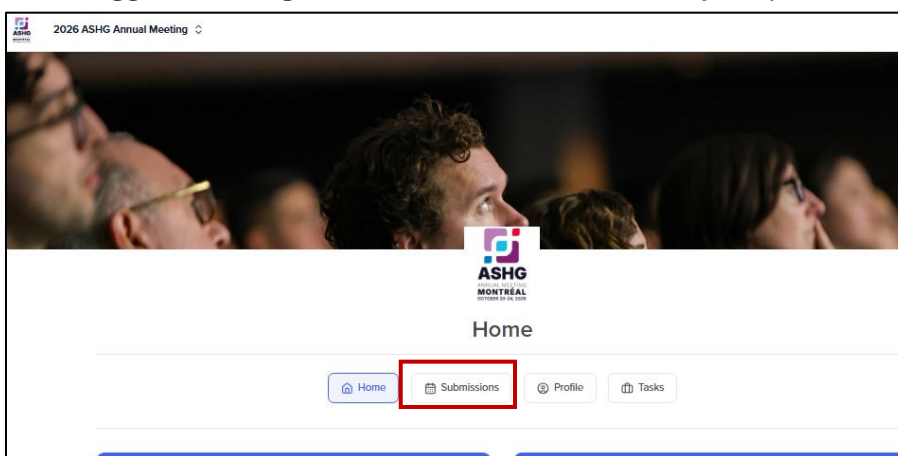
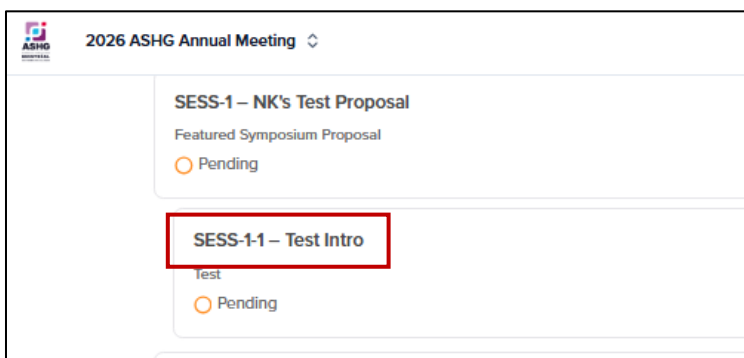


ePoster Upload Instructions for ASHG 2026

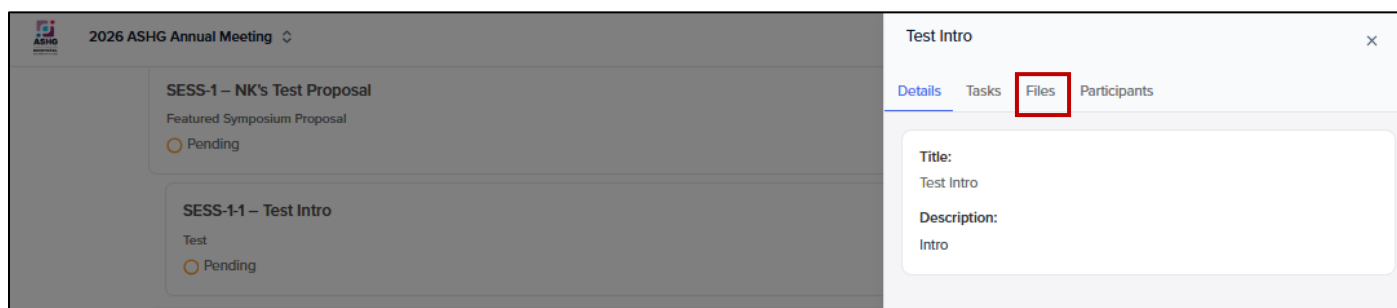
1. Prepare a PDF file of your poster.
 - a. Note: You may choose to [add a watermark](#) or [encrypt your PDF file](#) prior to uploading it.
2. Log in to your [Sessionboard speaker portal](#) using your ASHG account login credentials.
3. Once logged in, navigate to the Submissions tab of your portal.



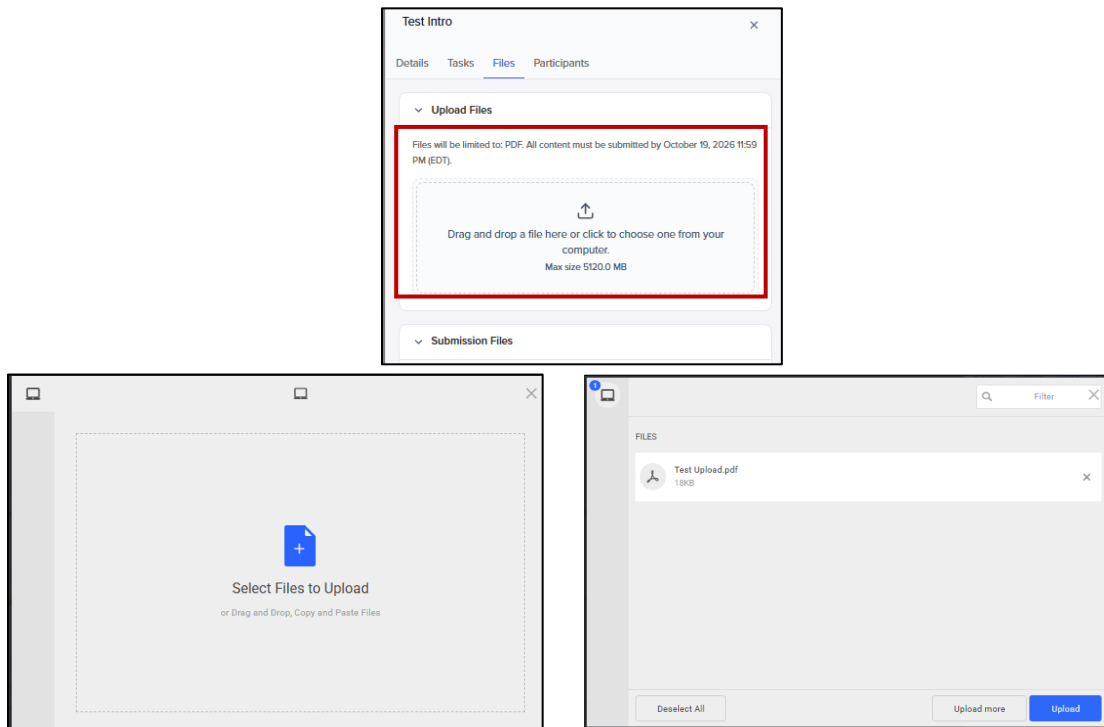
4. In the list of sessions associated with your profile, select the title of the poster abstract subsession you wish to add an ePoster for.



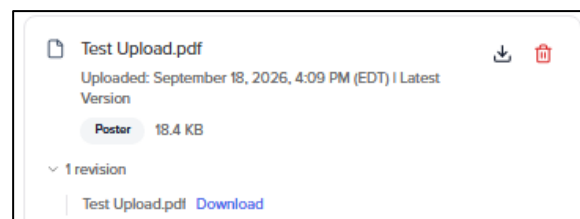
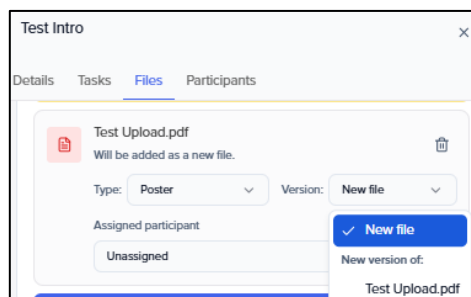
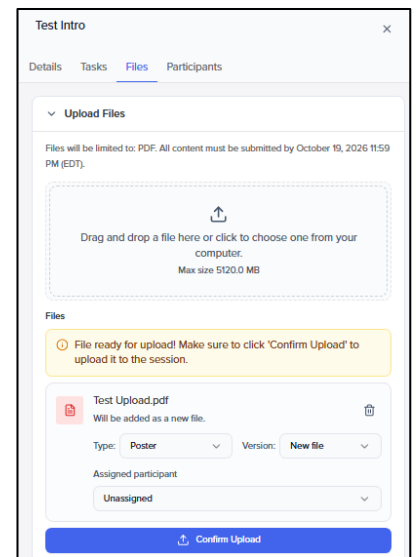
5. In the right-side panel, select Files.



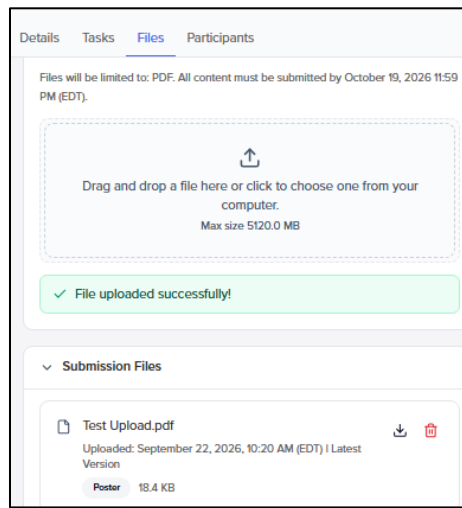
6. Drag and drop or click within the top section to choose a file to upload. The poster file must be in PDF format, and all content must be uploaded by October 19. Click the blue “upload” button at the bottom of the pop-up window.



7. To finalize the upload, change the file type to “Poster” and select your name in the “Assigned participant” dropdown. The “Version” dropdown can be left as “New file” if it is the only file you have uploaded. Then click “Confirm Upload” to finish.
 - a. ***If the session is already at its file limit, a brand-new file is not allowed, only a new version of one that is already there.*** If replacing a previous version of the poster, you should select the previous version’s title from the “Version” dropdown. This will list the new poster as the latest revision. Alternatively, you can choose to delete the previously uploaded file by clicking the red trashcan icon and then uploading the new version as a new file.



8. You will see a green “File uploaded successfully” message to confirm the upload is complete, and the file should appear in the list of Submission Files below the upload box.



9. Your ePoster upload is complete! Note that ePosters will not be viewable in the annual meeting app until October 18.
10. Finally, navigate to the subsession’s Tasks list, open the “Upload E-Poster PDF” task and click the blue “Mark as Complete” button at the bottom of the side panel.

