## Instruction on how to order your printing service

Welcome to your Poster Session Guide! This concise overview walks you through everything you need to know—from preparing an A0-sized portrait poster and choosing a local printer, to locating your session board, presenting during your allotted slot, and promptly taking down your display afterward. Note that it's authors' full responsibility to manage their poster printing matters. Our volunteers can ONLY help for collecting the printed posters from the specified local printing shops after you clearly informed them. If you are attending the conference remotely, our volunteers can further help to stick your posters to the posterboard during your allocated poster sessions. Again, you need to inform our volunteers of this clearly. Following are the simple steps to ensure a smooth and successful poster printing experience!

**Task 1**: Choose a printing service. On the conference website, we have listed four printing services: <u>https://www2025.thewebconf.org/poster-session</u>. Because the two printing shops "Snap Print Solutions" and "ASAP Press" are more convenient, our volunteers will ONLY help to collect the posters from these two shops. If you choose to use other printing services (whether it is listed on the conference website or not), our volunteers will NOT help to collect your posters. The following instructions are made for the use of "Snap Print Solutions" and "ASAP Press". If you can make payment via Alipay (支付宝), you can choose "ASAP Press". Please go to Task 14 directly for this option. Otherwise, the following steps will show you how to use "Snap Print Solutions" with other payment options. Where available, please follow printing shops' instructions directly.

Please note that to avoid issues caused by poor poster quality, please ensure that the DPI should be greater than 350, and supply a print-ready PDF file with 5mm trim marks and bleed. As it takes time for the printing services to print your job, it's necessary to allow enough time for them to complete the printing job. We encourage you to place the order at least two days before your poster sessions to avoid any delay and allow our volunteers to collect the posters.



Day3 (Wednesday, 30 April): Part1

Session	Track	Posterboard ID	Allocated Poster ID	Original Poster ID	Poster Title
12:00pm- 12:30pm	Industry & Demo	Posterboard-01	Demp-01	128	OneKE: A Dockerized Schema-Guided LLM Agent-based Knowledge Extraction System
	Ballroom	Posterboard-02			
		Posterboard-03	Industry-01	2377	Explainable LLM-driven Multi-dimensional Distillation for E-Commerce Relevance Learning
		Posterboard-04	Industry-02	3044	Graph Regularized Encoder Training for Extreme Classification
		Posterboard-05	Industry-03	3117	LREF: a novel LLM-based Relevance Framework for E-commerce Search

**Task 2**: If you choose to use "Snap Print Solutions": https://www.snap.com.au/, click the green **Buy Online** button at the top of the Snap Print Solutions website to start the online ordering process. There you can upload your poster file, choose paper specifications, and submit your print order.



**Task 3**. Choose **A0 Poster** under the Posters & Signs menu, select your quantity, paper type and finish, then upload your PDF. Once that's done, add the poster to your cart, proceed to checkout by entering your delivery and payment details, and submit your order— you'll receive a confirmation email with pickup or delivery information soon after.



Task 4: Under Step 2 – Choose your next step, click the "BUY NOW! Custom Design" button to upload your print-ready file or design your A0 poster directly online.

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		BE				standard	Price Includes C	Subtotal : GST : Total : 26T. Excludes any applicable d	\$ 65.00 \$ 6.50 \$ 71.50 elivery charges.					
	Description					Step 2 - 0	Choose your ne	ext step						
	WOW-factor plus allows for large, ey posters are best d • Pricing starts at • Finished size: 840	The perfect size for ye-catching artwor lesigned to be view \$65.00 (includes GS 0mm x 1188mm, Land	big ideas that nee k, with space for la d from a distance f) for 1 unit. dscape or Portrait o	ed to be seen. 1 ots of informati of 2.18 to 2.91 n orientation.	'his size Ion too. A0 netres.		BUY NOW! - Bro Choose from our Desig BUY NOW! Cus Upload Your Print-Read	owse Designs In Template Collection tom Design dy File or Design Online		~	/		B60-2	

**Task 5**: Once you've uploaded and arranged your poster, click the blue **Continue** button in the top-right to save your design and proceed to the final review and checkout.



Task 6: Tick the "I agree to Terms of Use" box and then click "Save & Add to Cart" to finalize your order and add the A0 poster to your shopping cart.

<ul> <li>Poster Session   International × Snap Print Solutions   Print Experimental Solutis   Print Experimental Solutions   Print Experimental Solutis</li></ul>	× Product Additional Options - × +			*
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t / 55 Mar	Job name	20250424031823		
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IMPORTANT: I have verified that spe appears here and acknowledge th responsibility for typographical, for	lling and contents are correct. I am satisfied with at colours on the screen may print differently on p matting and design errors.	the document layout. I understand that m aper. I cannot make any changes once n	ny document will print exactly as it ny order is placed and I assume all	
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Task 7: Finally, on the Delivery Details page, choose New Customer, enter your own Email and Password to register, if you don't have an account with Snap. Then, you are required to provide your First Name, Last Name, Address Line 1, City, State, Postcode, Country, and Phone Number. Once all fields are complete, click Continue to move on to payment. As our volunteers will help collect the posters for your, you can use our poster printing volunteer lead Biao Wu's information to populate these fields for this convenience. But we request to make appropriate changes with your own delivery information after this printing service. Note you still need to use your own email and password for the account registration.

Biao Wu's information for this temporary use (also see the screenshot in Task 8): First Name: Biao Last Name: Wu Address Line 1: 30 Pitt St Address Line 2: City: Sydney Postcode: 2000 State: New South Wales Country: Australia Phone: +61 414935534

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**Task 8**: Click the **Centre** button to search for and select your nearest Snap Print Solutions store, then hit **Continue Checkout** to move on to payment and complete your order.

Task 9: In the "Set your Location" pop-up, either type in your suburb or click Use my Location to find nearby centres, then click Set as my centre beside your preferred store to lock it in. Important: Please choose the branch "Snap Print Solutions Circular Quay". Otherwise, our volunteers will NOT collect posters from other branches.

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	Snap Print Solutions Darlinghurst 2.2 公			
	E Get Direction	Set as my centre		

**Task 10**: After selecting your centre and confirming delivery details, click the **Continue Checkout** button to move on to payment and complete your order.

Business Cards	Brochures Cards Flyers Posters & Signs	Stickers & Labels	Custom Clothing	Custom Gifts My Account		Q	
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Task 11: Select **FREE Click & Collect** as your delivery method, verify your chosen Snap Centre, then scroll down to review your order before proceeding to payment.

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**Task 12**: On the **Shopping Cart** page, make sure **FREE Click & Collect** is selected and your Snap Centre is correct, then review the **Price Summary** (subtotal, delivery fee, GST, total) and click the blue **Continue to Payment** button to enter your payment details and finalize your order.

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Task 13: On the payment page, fill in your **Name on Card**, **Card Number**, **Expiration Date**, and **CVV**, then click the **Pay Now** button to complete your order.

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**Task 14**: If you choose the "ASAP Press" printing service: <u>https://asappress.com.au/</u>, you need to use Alipay as the payment option. Please send the PDF of your poster and the payment receipt to the following email address: <u>biaowu165534@gmail.com</u>, which will be managed by the poster printing volunteer lead Biao Wu. Please use Alipay to pay 240 RMB (the price is determined based on the negotiation efforts between the poster volunteer lead Biao Wu and the printing shop). We will directly arrange the printing and pickup for your posters. Following is the Alipay QR code for the payment:



