



## Information for Poster Presenters

Please keep in mind that the purpose of presenting a poster is to outline your work for discussion. Therefore, poster presenters are required to attend their poster and be available for questions during their assigned poster session (see schedule below).

### Poster Preparation Guidelines

Please prepare your poster to communicate the main points of your work to stimulate discussion with your viewers.

- The display area is **6 feet wide by 4 feet high**. **Plan your poster to be a few inches smaller than the dimensions of the poster board**. Each poster board will be marked with an abstract number. Please mount your poster on the poster board labeled with your assigned abstract number.
- Push pins will be provided to mount your poster to the poster board. You are also welcome to bring your own push pins and/or Velcro.
- There will be a table underneath each poster board where you can leave handouts. If you would like to make your poster somewhat simple but provide greater detail on your work in a handout, you may do so. Conference organizers will not be responsible for providing copies of your handouts; you must do that on your own.
- Poster presentations should be simple and to the point. Use a minimum amount of clear text. Avoid jargon.
- Make sure the poster is easy to read. Use large, BOLD fonts. Text color should highly contrast the background color for legibility for all attendees including those who are colorblind.
- Include section headings to direct the reader's attention.
- Catch your reader's attention with accent colors for contrast and to highlight main points.
- Use borders or white space to separate sections and increase legibility.
- Use simple figures (graphs, charts, illustrations and photographs) to illustrate your point. Make sure to include captions!
- Summarize your results/findings with bullet points.

We do not encourage you to ship your poster to the hotel, but if you must do so, please ship it to your name in your hotel room, not to the conference. We are not responsible for lost posters.

### Poster Session Schedule

Wednesday, 22 October 2014, 4:00 pm – Thursday, 23 October 2014, 8:00 am: Poster Session A Set-Up

Thursday, 23 October 2014, 12:30 – 2:00 pm: Poster Session A (attend your posters to answer



questions; poster judges will circulate during this time)

Thursday, 23 October 2014, 2:00 – 9:30 pm: Poster Session A Take-Down (If you do not remove your poster from its poster board by 6:00 am on Friday, it will be disposed of)

Friday, 24 October 2014, 6:30 – 8:15 am: Poster Session B Set-Up

Friday, 24 October 2014, 1:25 - 2:55 pm: Poster Session B (attend your posters to answer questions; poster judges will circulate during this time)

Friday, 24 October 2014, 2:55 - 9:30 pm: Poster Session B Take-Down (If you do not remove your poster from its poster board by 6:00 am on Saturday, it will be disposed of)