

Poster Presentation Guidelines

ETLC Bldg Solarium

Presentations should be based on original completed research not previously reported in a research publication. Sound experimental design and interpretation are essential. All data must be in metric terms.

Abstracts scheduled for presentation in Poster Sessions will be listed in the program and published in the usual manner.

Please see program for your scheduled presentation time.

The poster board surface area is 48" high and 96" wide. The top of the poster space should include the abstract number, title, authors, and affiliation. The lettering for this section should be at least 1" high. **Velcro is suggested for use with these poster boards. Presenters must furnish their own materials for attaching poster to the board.**

Preparation:

- The same principles of simplicity and clarity apply to both poster and slide presentations; a poster is a cross between an oral presentation and a printed paper.
- Your story should proceed logically, with headings indicating sections: Introduction, Objective(s), Materials and Methods, Results, Summary, and Conclusions.
- Use photos or flow charts to help your audience better visualize the materials and methods used. Graphs should have titles, the axes should be named, and units should be quantified. Tables should also be titled.
- Include a small, professional picture of yourself near the abstract number and the title so people can identify you as the presenter.

CONCLUSIONS SHOULD NOT MERELY BE SUMMARY STATEMENTS, BUT SHOULD PROVIDE THE READER WITH YOUR INTERPRETATION OF WHAT THE RESULTS MEAN.

- Have colleagues or peers review your poster and make suggestions. Ask questions before you produce the final copy of your poster.

Proofread your poster before making the final copy!

Characteristics of a Good Poster:

1) Text:

- Short statements/paragraphs using bullet points
- Concise lists

2) Color:

- Text-darker color on white or light-colored paper
- Matting-darker or subdued colors instead of brilliant colors
- Colors-limit number used to avoid busyness and distractions. Simple use can add emphasis

3) Text Size:

- Bold, large, block style; mix capitals and lower case
- Title legible from 5 to 10 meters
- Text legible from 1.5 to 2 meters

4) Layout:

- Arrange poster sections from top to bottom, starting at the left side
- Sufficient blank space is important
- Use spaces to unify/separate sections
- Avoid too many small sections (poster pieces), too many edges, and too many narrow spaces

5) Illustration:

- Make graphs and tables as simple as possible; focus on the main ideas
- Color and size are important
- Photographs; matte finish is better than glossy; use photos only if they are clear and large enough

Presentation:

- Set up your poster well in advance of the presentation time
- Arrive promptly for your scheduled presentation time
- If your paper has been published, have extra copies of the paper ready to hand out to those that are interested. Other handouts or summaries are also acceptable, but none are necessary

Suggestions From Authors Who Have Participated in Poster Sessions:

- A short legible “introduction” chart and a “summary of conclusions” chart are helpful to attendees
- Keep text and figure legends short, but do not omit them
- Simple use of color can emphasize effectively
- Use large print – at least 3/8” high. Shade block letters when possible
- Roll poster materials and insert in a large mailing tube for ease of transportation to the meeting