

# Poster Guidelines

## Set Up

All poster boards will be numbered, indicating assigned poster spaces for each session. You will receive your specific assignment location prior to the conference. Only put your poster up in your assigned space. A staff person will be on hand to help you find your space in the exhibit hall. Presenters are asked to be available at their posters during the entirety of their poster session to discuss their posters with interested viewers.

## Poster Size

Your poster should be no more than 100 cm (high) x 60 cm (wide) in size. Posters should be prepared as a single poster rather than multiple posters pieced together. When putting up your poster, please do not cover the board numbers. This helps other poster presenters, as well as viewers, quickly identify space assignments. Posters printed on foam core will be much harder to hang up, please consider this when choosing the materials and format for your poster. The poster boards share a room with exhibitor displays and as such space will be limited. Tables, easels, or other support devices will not be provided and may not be supplied by presenters. Business cards or small leaflet literature for distribution may be inserted in an envelope and affixed to the board.

## Poster Appearance

1. Keep text brief. Report only key aspects of each section (methods, results, discussion, and policy or management implications). It is not advisable to display the entire text from a manuscript. Too much detail detracts from the primary message of the text.
2. Keep figures simple. Convey only one idea per figure, table, or photograph. Figures from publications, theses, or dissertations normally do not make good visuals.
3. Text and figures should be readable to someone standing at a distance of six feet.
4. Charts and graphs should clearly show what you want the audience to see.
5. Use appropriate blank space between words, sections, and figures.
6. Use appropriate and compatible colors for fonts, backgrounds, graphics, and matting. White backgrounds generally are best for text.
7. Simple typefaces are preferable to fancy fonts. Bold type may be effective on headings.