Presentation Instructions

Poster 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 units.

Dedicated times for poster presentations will be listed in the program. One or more of the corresponding authors must be present and next to their poster during this time.

All posters should be mounted on the board by 7:00 a.m. on Friday morning. Posters must be removed at 3:00 on Saturday with the presenting authors available during the poster session times listed in the program.

The poster board surface area is 48 inches high and 72 inches wide. Your poster does not need to fill the entire available area. The top of the poster space should include the abstract number, title, authors, and affiliations. The lettering for this section should be at least 1 inch high. **Presenters will be given push pins to mount their posters.**

All presenters are required to bring their own poster to the meeting, mount the poster, remove the poster, and take it with them when the convention concludes. AETA-CETA/ACTE is not responsible for your poster at any point during the convention.

LOCATING THE CORRECT POSTER BOARD
Please look for the poster board with the lead author's last name tacked to it. If the lead author has more than one poster, there will be two boards with the lead authors last name.

POSTER PREPARATION

- Please keep in mind that a poster is a hybrid of an oral presentation and a printed publication.
- Your story should proceed logically, with headings indicating sections: Introduction, Objective(s), Materials and Methods, Results, Summary, and Conclusions. The Conclusions should not merely be summary statements but should provide the reader with your interpretation of what the results mean.
- Use photographs, drawings, 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 must include a title.
- 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:
   o short statements, paragraphs using bullet points
   o concise lists
2. Color:
   o text: darker color on white or light-colored background
   o matting: darker or subdued colors instead of brilliant colors
   o colors: limit number used to avoid busyness and distractions; simple use can add emphasis
3. Text size:
   o bold, large, block style; mix uppercase and lowercase letters (i.e., sentence case)

- o title: legible from 5 to 10 m
    - o text: legible from 1.5 to 2 m
4. Layout:
    - o arrange poster sections from top to bottom, starting at the left side
    - o sufficient blank space is important
    - o use spaces to unify or separate sections
    - o avoid too many small sections, too many edges, and too many narrow spaces
5. Illustrations:
    - o make graphs and tables as simple as possible; focus on the main ideas
    - o color and size are important
    - o photographs: matte finish is better than glossy; use photos only if they are clear and large enough

SUGGESTIONS FROM AUTHORS WHO HAVE PARTICIPATED IN POSTER SESSIONS

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