Poster Dimensions, Requirements, and Set-Up Procedures

1. Poster size may be no more than **4 feet by 4 feet** (i.e., length is no more than 4 feet and the width is no more than 4 feet). **Computer display equipment, sound or projection equipment, or freestanding displays are not permitted.**

2. The conference staff will provide push pins and stands with mounting boards; conference staff will also assist you in locating the assigned position of your poster.

3. There are 3 poster sessions during the conference:

   a. Poster Session 1: Wednesday, January 23rd - 7:00pm to 9:00pm
   b. Poster Session 2: Thursday, January 24th - 10:45am to 12:15pm
   c. Poster Session 3: Thursday, January 24th - 3:30pm to 5:00pm

4. The poster session schedules will be posted on the website at http://nsftues.org prior to the conference. Poster session schedules will also be emailed to participants prior to the conference. Each presenter should remain by their poster during their assigned session.

5. Posters can be set up on Wednesday, January 23rd, from 2pm to 5:30pm and on Thursday, January 24th, from 7am to 8am. (Please make sure you review the poster session schedule to determine the best set-up time for your poster.)

6. Posters should be removed between 6:30pm and 8pm on Thursday, January 24th, and your area should be cleaned up.

Poster Design Suggestions & Tips

1. Allow ample time to prepare your poster. Use a crisp, clean design and a strong title. Do not tell the entire research history. Present only enough data to support your conclusions and show the originality of the work. The best posters display a succinct statement of major conclusions at the beginning, followed by supporting text in later segments and a brief summary at the end.

2. For ease of transport, make poster elements small enough to package and carry. Be sure to pack a measuring tape, and a sketch of the poster layout so you will be prepared to set up the poster quickly.

3. All posters should feature a title, your name, the name of the institution where the research was performed, and should credit others, as appropriate. The title lettering should be about 2" to 3" (5cm to 7.5cm) with subheadings 1/2" to 1" high (1.25 to 2.5 cm).

4. All lettering should be legible from about 5 feet away.

5. Text material should be approximately 24 points (Example)

6. Convert tabular material to graphic display, if possible.

7. Use color to add emphasis and clarity.

8. Make illustrations simple and bold. Enlarge photos to show pertinent details clearly.

9. Displayed materials should be self-explanatory, freeing you for discussion.