

## **SUGGESTED INSTRUCTIONS FOR WSASAS POSTER PRESENTATIONS**

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

Abstracts scheduled for presentation in Poster Sessions will be listed in the WSASAS program and published in the usual manner. NOTE: Proceedings papers are required for poster as well as oral presentations.

Each poster presentation will be scheduled for public viewing for a period of 2 hours and the author is to be available during that period. Posters can be mounted on the board one-half hour before the designated display time.

The poster board surface area is 4' high and 8' wide. Presenters must furnish their own tacks or pushpins. The top of the poster space should include the abstract number, title, authors and affiliate organization for your abstract. The lettering for this section should be at least 1" high. A copy of the abstract should be located at the upper left top of the poster.

**Locating the Correct Poster Board:** Please look for the poster board number (poster abstract number) as noted in the program to locate your poster board. Each poster board will have a number, which corresponds to the abstract number in the program.

### **Preparing your poster:**

- The same principles of simplicity and clarity apply to both poster and oral 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 of the poster.
- Avoid excessive use of text.
- 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 – pertinent details only
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

## **A Sample of Poster Text**

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

All illustrations should be made beforehand. Keep in mind that illustrations must be read by interested scientists from distances of about 3' or more. Charts, drawings and illustrations can be similar to those normally used in making slides but should be simpler and more heavily drawn. "Arty-type" displays are discouraged. Simple use of color can add emphasis. Do not mount visuals on heavy board because these may be difficult to keep in position on the poster boards. Hand-lettered material should contain appropriately heavy lettering at least 3/8" high. Shade block letters where possible. Typed material should be typed on a Bulletin (large type) typewriter, if possible. Keep illustrative material simple. Presenters might find it useful to have a tablet of suitable sketch paper and one or two felt marking pens available during the display period to use in answering questions. A listing of appropriate references can be helpful for interested scientists.

### **SUGGESTIONS FROM AUTHORS WHO HAVE PARTICIPATED IN POSTER SESSIONS**

- A short and legible "introduction" chart and a "summary of conclusions" chart are helpful to the attendee.
- 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" high. Shade block letters where possible.
- Roll poster materials and insert in a large mailing tube for ease of transportation to the meeting.