

Poster Guidelines

An academic poster is the visual aid for a compact presentation of (a part of) a research project. Both content and layout are essential. The poster should attract the attention within a few seconds and the reader should be able to get the main points from the headings alone.

1. Poster boards

Poster boards should be 48 inches x 36 inches (width x height). Please, use adequate letter type and size to ensure good readability. Well-designed figures, graphs and tables will generally increase the attractiveness of your poster.

2. Poster titles and structure

Poster titles should be identical to the title of the corresponding abstract.

The general structure includes Introduction, Aim of the study, Methods, Results, Discussion/Conclusion. Abstracts are not needed, because the information is already condensed on the poster.

Try to make title and headings as informative as possible, i.e. not too general. Preferably the reader should be able to get the main points from the headings alone.

Try to reduce Methods and Study Design in a photo or scheme with subscript and focus on the principle outcome measure(s).

Present your Results in simple graphics. All visuals should relate to the main message and conclusion.

The Conclusion should be the direct answer to the Aim of the study.

The References contain background information and can be presented in a compact way (e.g. 1st author et al. Journal (short form), Issue, Pages).

3. Poster numbers

Poster boards in the poster area will be numbered by means of the poster code (letters and numbers) appearing in the scheduling confirmation sent to you. You will also find your poster code in the final program on the conference website.

4. Text format

Title should be readable at about 5 feet, text is generally read at 1 or 2 feet. It is recommended to use bulleted points and to use an active voice. Keep text elements to 50 words or fewer.

5. Fonts

For headings (at least 36 point) and bulleted points use sans serif fonts like Arial or Tahoma

For blocks of texts use serif fonts like Times New Roman, Palatino or Garamond of at least 24 point, since they are easier to read.

6. Colors

Use light Color background and dark Color letters for contrast, as poster boards are not always in the spotlight. Use a theme of only 2 or 3 Colors. The use of transparent or background pictures may go at the cost of readability of text: what you see on screen is not always what you get after printing! Avoid red-green combinations because of Colorblind visitors in the audience.

7. Figures and Artwork

Usually 4-6 figures are included in a poster. Make them simple, readily comprehensible and self-contained. Lines in graphs are generally identified by form or Color. We do advise you to use the combination of both. (see also Colors). Figures and artwork are magnified on posters. In case of bitmap photos and figures try to maintain sufficient resolution (at least 150 dpi in the final format). Keep figure legends short (10-25 words maximum).

8. Names and affiliations

Posters should show the names and affiliations of all contributing authors.

9. Marketing/commercial purpose

Scientific posters are not to be used for marketing or commercial purposes.

10. Financial interest

Any grants or other real or perceived financial interests should be acknowledged on your poster.

11. Poster display

Posters should be on display continuously during the Exhibit Hall hours. Each poster presenter is scheduled to stand by their poster on one day of their Workshop session during the breaks and lunch hour.

12. Removing posters

Posters should be ultimately removed during the Exhibitor move out on Thursday. Posters that have not been taken away by 18:00 hrs will be removed by the Workshop organizers and will be destroyed.

13. Mounting tripods

Mounting tripods will be made available by the hotel.

14. Handouts

You are advised to bring hard copies of your poster as handouts.