



## **Poster Guidelines**

### Poster Set-Up

Set-up for the Poster Exhibition will take place on Monday, Nov. 24 from 7 to 9 a.m. in the Great Hall Foyer. Please check-in at the Registration Desk prior to setting-up the poster materials.

### Poster Exhibition

The Poster Exhibition itself will take place on Tuesday, Nov. 25 from 8 to 9:30 a.m. We ask that you remain with your display during the official presentation time in order to answer questions and expand on the material for interested visitors. The poster should remain in place for the entire time of the scheduled session.

DMAA also will present an Outstanding Poster award. The judging will take place during the Tuesday Exhibition from 8 to 9:30 a.m. and will be announced during the Tuesday Luncheon.

### Poster Tear-Down

The tear-down of the Poster Exhibition will take place on Tuesday, Nov. 25 at 1:45 p.m. Posters cannot be removed prior to this time. DMAA is not responsible for any materials not removed by 4 p.m. on Tuesday, Nov. 25.

### Suggestions on Design, Materials and Production

The poster display should focus on:

- hypothesis or objectives;
- methods; and
- results or outcomes.

The presentation should contain succinct headings that organize and logically display the information. Graphics should be explicit and brief. Elaboration is best

done verbally—just as if it were an oral presentation, using slides. A short legible "Introduction" and a "Summary of Outcomes or Conclusions" are essential.

The area for displaying poster materials is 4 feet tall by 8 feet wide, less a 2 inch frame on all four sides. Push pins and hook-and-loop fasteners, such as Velcro, will not be provided to mount the poster materials. Do not write or draw on the poster board surface.

### Readability of Posters

Poster sessions are viewed by a large audience. To accommodate a group at a single poster presentation, the size of the lettering (type) must be large enough to be legible from at least 6 feet away—the minimum font size should be 30.

A poster is basically an artistic expression of program initiatives and scientific data. Posters usually have eye-catching—yet simple—drawings, diagrams, graphs and photographs, with clean, attractive layouts.

All illustrations (figures, tables, diagrams, equations) should be developed in advance. Keep text and figure legends explicit and brief. Illustrations must be legible from at least 4 feet away. Charts, drawings, and illustrations should be similar to those one would use in making slides.