Fall 2015 IPEC Institute Poster Presentation Guidelines

POSTER EXHIBIT

Posters must be available for viewing by Wednesday, October 7 at 4:00 PM. One of the authors, or a team member, must be present at the poster during the scheduled presentation time to discuss the poster with other attendees during the welcome reception. The formal presentation time is:

- Wednesday, October 7, 4:00 PM - 5:00 PM

In order to provide conference participants as many opportunities as possible to view the posters, we ask you to display your poster throughout the duration of the institute and remove your posters by 12:00 PM on Friday, October 9.

At least one poster author is expected to attend the Fall 2015 Institute and pay the applicable registration fee. IPEC will not be responsible for the expenses of poster presenters nor will it cover the cost of poster production. Poster hanging materials will be provided.

GUIDELINES FOR PREPARING THE POSTER

The total size of your poster may not exceed 3.5’ high by 4.5’ wide. The poster may be of any material that can be pinned directly to a provided wall-mounted poster-hanging strip. Paper, light cardboard, and cloth posters are recommended.

- The poster should include the title of the presentation, the authors, their institutional affiliation and contact details highlighted for attendees who wish to follow-up.
- Keep text and figure legends brief and clear, but do not omit them.
- Remember that illustrations must be readable from distances of three feet or more. You are strongly encouraged to use a typeface that is at least 1/4” high.
- Charts, drawings and illustrations should be of high resolution and quality.
- Ideally, your poster should be self-explanatory and the viewer should be able to follow the main theme easily.
- Accompanying handouts are encouraged (handouts are the responsibility of the presenter). Copying services are available at the hotel.