

## POSTER SESSIONS

A poster should be able to stand alone (i.e. be understandable even if the presenter is not present).

To meet the stand-alone criteria, it is suggested that presenters consider the following structure of their poster paper, if appropriate:

- Title, author(s), affiliation
- Introduction or abstract
- Objective, purpose, goal, etc.
- Text, tables, blocks diagrams, data, sketches, figures, photos, etc.
- Conclusions
- References, bibliography when applicable

### Poster presenters are expected to:

- Provide brief concise descriptions of the poster during the poster session
- Be prepared to elaborate on the poster during the poster session

It is recommended that presenters attach contact information below the poster for attendees interested in obtaining more information. While handouts and supplemental materials are helpful, you may wish to instead provide a sign-up sheet for names and addresses of conference attendees who would rather receive that content electronically.

### Tips for poster titles

- Consider interesting titles that will attract visitors.
- Come up with several different titles, and ask your colleagues to rank them.
- You will need to use an extra-large font, so your title can be read from a distance. Make sure your title is short enough for this font. If you need more descriptive words in your title, consider including these in a subtitle.

### Suggested resources

- [Poster PowerPoint template \(pptx\)](#)
- [Creating Effective Poster Presentations](#) (North Carolina State Univ.)
- [Developing Poster Presentations in the Social Sciences](#) (George Mason Univ.)
- [Presentations & Poster Sessions](#) (Brandeis University)
- [Poster Presentations: Designing Effective Posters](#) (University at Buffalo)
- [PowerPoint templates](#) (These are generic. Check with your institution for institution-specific templates, or for logos to incorporate into these templates).

### Poster session area

- All poster sessions will be displayed in the conference hotel meeting foyer area on Thursday during the afternoon vendor fair / poster session.
- USETDA will provide 48" x 36" foam core backing board, binder clips or pins and easels to mount the posters.

### Virtual Posters

- USETDA will post pre-recorded videos of all poster presentations online.

- We request that all poster presenters provide a video ranging from 5 to 10 minutes in length.
  - Send a link to your video by email to [johnhagen@usetda.org](mailto:johnhagen@usetda.org) by September 8, 2022.
- We will post your video on the USETDA [YouTube channel](#)
- During the conference, all poster videos will be available via the Hopin virtual conference system in the exposition area.
- In-person poster presenters will set up their posters and be prepared to talk about their posters during the Thursday afternoon vendor fair / poster session.

## Conference Proceedings

- We will invite all poster presenters to submit a pdf file of their presentations, using the previously indicated PowerPoint template specifications. The poster should be a single slide, similar to a printed version, sized appropriately for screen reading.