Poster awards

There will be certificates of merit for both poster sessions, with one 'Cum Laude' and two 'Honorable Mention's per poster session. Posters will be judged by the especially appointed poster judges.

Poster session policies

- Presenters must set up their posters between **7:30am-8:30am on their assigned day.**
    - Push pins will be provided onsite.
    - Print a high-resolution copy of your poster to present onsite.
    - Please do not print your poster on thick material (e.g., a mounted option) – it must be able to be held up by push pins to the poster display board.
- Posters *must remain* **on display until 3:30 PM on their presentation day**. Posters must be removed by 5:00pm on their presentation day. Posters not removed will be discarded.
- Failure to display your poster during the assigned time will exclude your poster from poster award eligibility.
- Failure to be present at the poster session after already confirming your attendance may result in disqualification of your proceedings paper from the publishing process. It will also exclude your poster from award eligibility.

Poster dimensions

The poster dimensions are to be no larger than **4 feet high and 4 feet wide (48"x 48")**. The poster is preferred to be slightly smaller than the maximum dimensions listed above to allow for some space between posters. *Be sure to note these dimensions as you will not be permitted to extend into another presenter's space.*
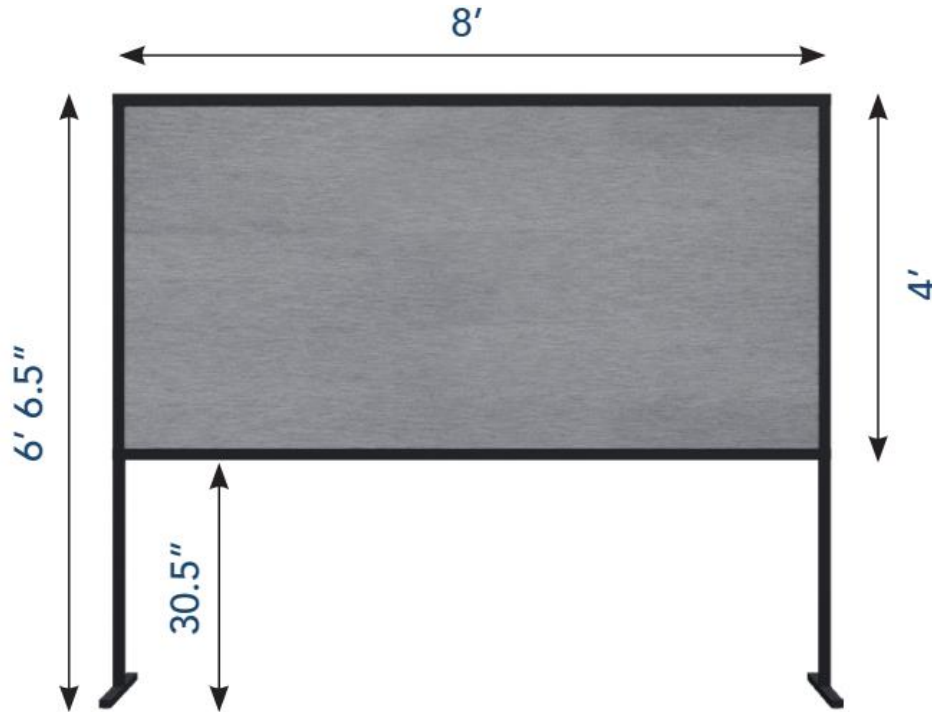
Poster presentation guidelines

Posters should be legible at a distance of five feet. The message should be clear and comprehensible on its own. The following guidelines have been prepared to help improve the effectiveness of poster communication.

Your poster should include:

1. The paper title and all authors at the top of the poster.
2. A brief introduction, goals, experimental detail, conclusions, and references; presented in a logical clear sequence, and including graphs, pictures, and tables when appropriate.
3. Explanations for each graph, picture, and table.
4. Size, fonts, and color
    a. The *maximum* poster size is 48" x 48" (122cm x 122cm).
    b. Use an easy-to-read font type. Suggested minimum font sizes:
        i. Title: 36-point type,

     ii.   List of authors: 25-point type,
     iii.   Body should be double-spaced text: no smaller than 15-point type.
c.   Choose your colors to provide strong contrast and avoid pairing red and green elements to assist those with red-green color blindness.
d.   Avoid the temptation to overload your poster and limit text in favor of graphs, pictures, and tables.

Poster printing services

We recommend https://www.office.fedex.com/default/posters if you need to print/pickup onsite.

- Note: the closest FedEx to the Rubenstein Forum is an 11 minute walk: FedEx Office Print & Ship Center, 1315 E 57th St, Chicago, IL 60637

If you have any questions please email courtney@meetignachievements.com.

Thank you!