

POSTER INFORMATION

Congratulations on being accepted to present a poster at the 39th NAPCRG Annual Meeting, to be held November 12-16 in Banff.

OBJECTIVE OF THE POSTER SESSION

The purpose of the poster session is to provide an opportunity for the conference participants to become acquainted with your study quickly and easily. Your objective at the poster session is to present the "bare bones" on your data in graphic, tabular, or chart form so as to pique the interest of passersby who might then wish to stop and discuss your work in more detail.

An effective poster presentation is not simply a journal article hung on a wall. It should be a highlighted synopsis enabling the viewer to move quickly through the analysis of the topic. Resist the temptation to reproduce full pages of typed material. Viewers will be more intrigued by crisp phrases and brief lists. Full pages of text are unlikely to be read in their entirety, and the crucial point of your presentation may be overlooked in an overabundance of words.

DISPLAY FORMAT

Each display is allocated a 4-ft. by 8-ft. horizontal tackboard. Please bring push pins to mount your poster to the tackboard. As a rule of thumb, six to eight individual panels are recommended for your poster. Each panel should be prepared on heavyweight paper or lightweight cardboard so they are easy to mount.

For posters that present information about a study, evaluation, or investigation, a standard means of displaying the information is: one panel for a brief statement of the problem, one panel for a brief description of the methods used, three to four panels to show graphs or figures depicting the results (if applicable), and one panel presenting the conclusions and/or recommendations (if applicable). Posters describing a program component or activity may not be able to present information in a standard fashion. In this case, presenters are urged to design posters in whatever fashion they believe best describes the program component or activity. Remember that the presentation is primarily a visual one, and make maximum use of figures, graphs, diagrams, and flow charts on the panels used.

An abstract panel is not a necessary component of any type of poster presentation and is specifically discouraged. A printed strip at least four inches high showing the title of the presentation and the names of the authors or presenter(s) should be prepared for each poster and will be affixed to the top of each display with poster tacks. Your lettering for this information should not be less than one-inch in height. Your audience will be standing from three to six feet away from the poster and the lettering should be easily legible from that distance.

Each individual panel in the display must be clearly numbered in the upper right hand corner so that viewers can quickly determine the sequence to follow in viewing the individual panels in each presentation.

While your poster should be self-explanatory, we suggest bringing around 100 handouts to distribute to those who would like additional information on your poster. Please label your handout clearly with the title of your presentation. A 6-ft.x18-in. draped table will be provided by each poster for handouts.

TIPS FOR PREPARING A POSTER PRESENTATION

The major components of an effective poster presentation include:

1. Statement of the Problem
 2. Materials and Methods
 3. Results (if applicable)
 4. Conclusion/Recommendations (if applicable)
- ◆ Number each panel of your poster so sequence for viewing is clear to viewer.
 - ◆ Be sure connection of ideas and progression of thought is clear from one panel of the poster to another.
 - ◆ Use a minimum of text (a rule of thumb is that total length of text for a poster presentation should not exceed 25 lines).
 - ◆ Use lists or phrases instead of complete sentences when possible.
 - ◆ If an accompanying handout is needed for your poster presentation, label it clearly with the title of your presentation.

EDITORIAL ASSISTANCE AND ARTWORK PROCESSING

Assistance in submitting artwork and other necessary material for processing for poster presentations should be obtained from the presenters' own facilities.

REVIEW/SUMMARY

An effective poster session:

- ◆ Can be read and understood easily from a distance of 4 feet.
- ◆ Has charts and tables that can be comprehended in 1 minute per page viewing time:
 - no more than 4 rows and columns per table
 - no more than 3 components being graphed
 - no 3-dimensional graphs
 - no double-Y-axis graphs
- ◆ Has posters displayed as nearly at eye level as possible.

An effective poster presentation can be even more useful to its authors than an oral presentation. There is the opportunity for one-to-one discussion with viewers; the resulting feedback is frequently quite valuable.