

CANNT POSTER SPECIFICATIONS

- Poster Boards are 4' tall x 8' wide (free-standing poster board is approximately 4 feet from ground)
- Poster Boards are GREY in colour.
- Poster Boards are velcro friendly; a reasonable amount of velcro adhesives will be provided onsite for attaching posters; pins or tacks are not permitted

TIPS FOR POSTER PRESENTATIONS PREPARATIONS

1. PRESENTERS

- focus on a manageable amount of information and avoid cramming too much information into your poster
- anticipate the types of questions your poster might generate and be prepared to respond to them
- handout materials can augment your presentation and increase the satisfaction of the delegates

2. INTERACTING WITH DELEGATES

- bring business cards for follow-up contact
- always recognize questions as legitimate and respect the participation of interested delegates
- shake hands and make eye contact when responding to questions
- if you are unable to answer a question, don't be afraid to admit it

3. POSTER PREPARATION

- talk to colleagues who have presented posters to get ideas for structure and format; if you get a chance, attend other poster presentations
- the top of the poster should have a clear label indicating the abstract title, authors and affiliations. Lettering should be at least 1" high.

4. ORGANIZING CONTENT

- a poster should take no more than 5 minutes for a reader to comprehend
- poster should be brief, concise and appealing
- aim to make complex ideas simple, rather than simple ideas complex
- think of ways to attract delegates' interest in your poster
- try to answer the 6 questions of journalism: who, what, when, where, why and how
- introduce groups by sub-headings using bold/larger size font
- utilize point or bullet form instead of sentence/paragraph structure
- maintain gender and racial neutrality

5. VISUAL APPEARANCE

- a professional looking poster leaves a positive first impression
- make the poster eye catching and visually appealing
- colour adds important visual attraction and can be added in background mounts, text, pictures, diagrams or charts
- avoid text in red or green: a significant portion of the population is red/green colour blind
- thick, coloured cardboard or lightweight, coloured foam mattes can be used for visual appeal
- font sizes should be at least 1/2" to 3/4" high for text; typewriter size is unacceptable
- text that is written on white is much easier to read
- experiment with different mount shapes (ie., pie chart on a round matte)

6. ASSEMBLY and TRANSPORTING

- posters can be blown up professionally onto very large boards and divided into several smaller sections; sections can be assembled at the conference
- avoid pastes or glues on backgrounds that might wrinkle or appear bumpy
- protect corners of your posters from curling or becoming bent
- add a rigid background into the poster carrying bag to keep it flat
- large poster valises are available; your hospital's audiovisual department may have one to loan