



INSTRUCTIONS FOR POSTER SESSION PRESENTATIONS

All poster sessions will be held in the Pavilion at the Sheraton Hotel and Marina.

Date and Time of Poster Sessions:

Monday, October 13 th	14:00 - 16:20
Tuesday, October 14 th	13:20 - 15:40
Wednesday, October 15 th	14:00 - 16:20

On your assigned day, please plan to spend the entire session at your poster for questions and discussion. Please refer to the Conference program for your assigned day.

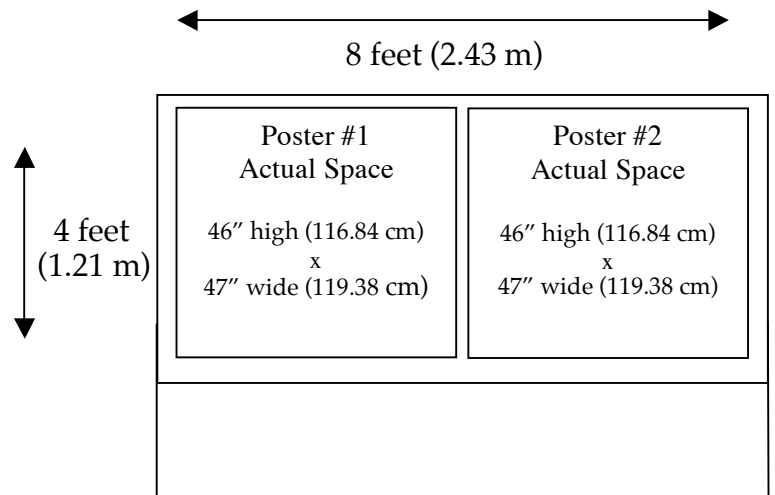
Due to the record breaking number of posters this year, you will be required to set-up and take-down your poster on your assigned day. The posters and exhibits are combined.

	SET-UP TIMES	TAKE DOWN TIMES
Monday Posters	10:15 – 13:30	16:30 – 17:20
Tuesday Posters	09:55 – 13:00	16:30 – 16:40
Wednesday Posters	10:15 – 13:30	16:30 – 17:20

We require that you take your poster down at the end of your session. You are responsible for your poster. Please remove your poster promptly. All posters left after the above time on their assigned day, will be discarded and the area will be locked.

POSTER PREPARATION

- The poster board is self-standing.
- There will be two posters per board per side.
- The **actual space** where you may place your poster is:
46" high (116.84 cm) x 47" wide (119.38 cm)
- Tacks and push-pins will be provided for your use.
- Double-sided tape **is not** allowed.
- Poster Diagram - Please note that diagram is *not to scale*.



EFFECTIVE POSTER PRESENTATIONS

- When planning a poster presentation, it is useful to keep in mind the advantages of a poster over a podium presentation. Posters are available for viewing throughout the meeting and interested viewers have scheduled time for discussion, not just a few minutes.
- Carefully and completely prepare your poster well in advance of the Conference. There will not be time nor materials available for last minute preparation at the Conference. Practice setting up the poster before you leave for the Conference to determine what it will look like and to make sure that you have all of the necessary pieces.
- The title of your paper should appear at the top of your poster in CAPITAL letters. This lettering should be at least 2.54 cm (1 inch) high. Below the title, place the authors' names and affiliations.
- It is important that you remember that the audience viewing your poster and listening to your presentation will be 2 meters (6 feet) from your poster. Please double check your poster from 2 meters (6 feet) to ensure its visibility.
- Use text sparingly. Use pictures, cartoons, and figures rather than text wherever possible. Bright colors will greatly enhance the attention of the viewer.
- The flow of your poster should be from the top left to the bottom right. Use arrows to lead the viewer through the poster.
- Make your poster as self-explanatory as possible, so that you will have time for in-depth technical discussions.
- The poster board will have your assigned number on it, so there is no need for you to include your number on your poster.