

## AAPT Poster Presentation Guidelines

Each poster session author will be provided with a 4' x 4' poster board area. The board will indicate the poster number in upper right or left corner. Authors are responsible for mounting their own material at least one hour prior to the opening of the session and for removing it at the end of the day. **Posters left up past that time will be discarded.**

All illustrations, charts, etc., to be posted should be prepared in advance as materials for these purposes will not be available at the meeting site. AAPT will provide a reasonable supply of push pins, but we suggest authors provide their own if possible.

Each poster must include text in a large enough font (~20 point font) to be read easily by attendees from a distance of 4 to 5 feet or more. Lettering on illustrations should be large and legible. Photographs should be a minimum of 5 x 7 inches. Material should be displayed in logical sequence (introduction, development, and conclusion) and each sheet should be numbered. **Be sure to include your name (title is not necessary) and school (if applicable).**

The effectiveness of a poster presentation will be enhanced by using techniques such as mounting the sheets on colored construction paper, etc., to improve the graphic impact. Please note, however, that simplicity, ease of reading, etc., are more important than artistic flair. Illustrations should not be mounted on heavy stock as this could make them difficult to mount on poster boards.

Avoid overcrowding figures and cramming too many numbers into tables. Legends and titles should accompany all figures, tables, photographs, etc. in order to allow their immediate identification.

No commercial activities or any advertising may be displayed on the posters. Non-compliance with this rule will result in the poster being removed.

Authors may wish to bring extra copies of their data and conclusions. No duplication facilities will be available through AAPT. Authors may also wish to provide sign-up sheets for attendees who may wish additional information, reprints, etc.

Posters will be arranged by topic on Monday, Tuesday or Wednesday and remain up the full day. Approximately two hours each of those days is set aside for poster presentations when no other sessions are scheduled. Presenters must be present during this two hour period.