



## COMSEP ANNUAL MEETING POSTER SPECIFICATIONS

A poster presentation consists of research or innovation highlights that are visually and verbally presented via a moveable poster board. The area for displaying your poster is MAXIMUM of 4 feet high by 8 feet wide.

The poster board where you will display your work requires you to use push pins (which will be provided) to secure your poster. Please do not exceed the allotted 4ft x 8ft space! Please mount your poster next to your assigned POSTER NUMBER (also found in the final program and meeting app). You will receive specific information on the timing for poster set up and removal. Please stay with your poster for the duration of the Poster Reception so attendees have an opportunity to discuss your work with you.

Below are helpful tips:

- Make your poster simple, appealing, and eye-catching
- Your poster should indicate the title and authors
- Use clear figures, diagrams, graphs and/or photographs that are self-explanatory
- Graphics should be explicit and brief
- Have a layout that presents information in a clear and organized manner
- Use section headers, including *Introduction, Objective(s), Methods, Results, Conclusions/Summary, Limitations, and References*
- Use effective color combinations, such as the following combinations:
  - Black on white
  - Red on white
  - Green on white
  - Blue on white
  - White on blue
  - White on black
- Use a sans serif font, such as Arial or Calibri, that is visible from a distance.

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### Poster Presentations Tips - Key Points for Consideration

Does this poster overall and figures and tables “stand alone”? *That is, a clear message is presented.*

Is there a logical flow of information, presented in columns with a left-to-right progression?

Does the poster lead viewers through a logical progression with “take-home” messages visible from a distance?

Is the font large enough to read from a distance?

Does the poster background and text have high contrast? *(e.g., a light background with dark text or a dark background with light text)*

Are there visual features that distract from the poster content and messaging?

Is the language grammatically correct, clear, concise, and inclusive?

Does the title accurately reflect the work being presented?

Is there enough empty space – no less than 35% - to optimize readability?

Are bullet points used whenever possible?