



**2012 AAPOR CONFERENCE**  
**May 17-20, 2012**  
**JW Marriott Grande Lakes Resort**  
**Orlando, FL**

**GUIDELINES FOR POSTER PRESENTERS**

Congratulations on the acceptance of your paper as a part of the 2012 AAPOR Annual Conference program!

**Co-Authors:**

As the primary presenter, please relay the following information to your co-authors as needed.

**Guidelines for Poster Sessions:**

Plan on setting up early – the fabric poster boards will be available at the following times before the start of the poster session. The poster sessions are located in Mediterranean Rooms 4 and 5.

		<u>SET-UP TIME</u>	<u>SESSION TIME</u>	<u>Tear Down</u>
• <b>Thursday, May 17</b>	Poster Session 1	7:00 a.m. – 2:00 p.m.	3:00 – 4:00 p.m.	4:00 - 4:15 p.m.
• <b>Friday, May 18</b>	Poster Session 2	7:00 a.m. – 2:15 p.m.	3:15 – 4:15 p.m.	4:15 – 4:30 p.m.
• <b>Saturday, May 19</b>	Poster Session 3	7:00 a.m. – 12:15 p.m.	1:15 – 2:15 p.m.	2:15 – 2:30 p.m.

Push pins will be provided to mount your materials. Remove your poster board immediately following the poster session. Any posters left behind will be discarded.

Each poster session will be one hour long. Authors are required to stand by their posters during the entire session. Be prepared to give a brief summary of your research and to answer any questions from visitors.

Each poster should fit into the allotted space of 8' wide x 4' tall (one side of the poster board) The preferred method of presenting a poster is to provide the information on a single, integrated poster-size sheet containing brief highlights of each of the following:

- |   |  |
|---|--|
| 1. Title of presentation, author(s), and affiliation(s) | 4. Results                                       |
| 2. Statement of problem/hypotheses                      | 5. Conclusions, recommendations, or implications |
| 3. Explanation of design and methodology                |  |

Although poster sessions may give you time to discuss your project at length, most attendees will be attempting to get an overview of multiple papers being presented in the session. It is best to prepare a quick (1-2 minute) oral summary of the paper for those who have limited time. Having hard copies of your paper or a “fact sheet” from the poster for interested visitors is highly recommended.

**Best practices for poster design include the following tips:**

- Avoid presenting tables with many cells.
- Present a small number of important facts on any single sheet.

- Use large type (font) for your displays, and avoid using handwritten material.
- Identify the three most important ideas you want to convey and concentrate on those.
- Do not post individual PowerPoint pages as your poster display

To get more advice on how to design an effective poster presentation, visit this site:

<http://people.eku.edu/ritchisong/posterpres.html>

**Contact Information**

If you have any questions, contact Donna Tieberg at dtieberg@aapor.org or +1-847-205-2651.