

# Guidelines for Poster Presenters at the ANZSAP Conference

## Venue

Posters display areas are to be advised. Details will be posted on the conference web site.

## Displaying your poster

1. Poster presenters are to put up their posters before the first session of the morning and to be in attendance at their posters during the allotted poster session times. Posters are to be removed at the end of the day on the Tuesday and Wednesday and immediately after the session on Friday (the display room will be need for a seminar).
2. Poster sessions and timetables are in the detailed program which is available on the conference web site.

## Poster preparation

1. All posters should conform to the following dimensions: maxima 118.9 cm high by 84.1 cm wide (Paper size A0). Portrait orientation. As two posters will share each side of the display boards it is essential that they have the same orientation and do not exceed these dimensions.
2. Velcro for attaching posters to the boards will be available at the meeting
3. All illustrations, drawings, photographs and text (including photo captions) should be mounted on smooth lightweight card
4. The Organisers will provide the poster board numbers

## Organising your poster

1. **Title.** The title of your submitted paper
2. **Authors.** Who were involved, and their affiliations  
*We suggest also that presenters include a photograph of themselves in the poster display as this will help people who wish to discuss their presentations*
3. **Introduction.** A statement about the aims and objectives of the study
4. **Methods.** A description of the methodology that was adopted, including any assumptions
5. **Results.** Include examples of the main results of the study
6. **Conclusions.** List the main findings and your thoughts about how the work could be progressed further

## Formatting your poster

1. Keep fonts simple and use one or two different fonts only
2. Font size – your poster should be easily legible at a distance of 1.5 metres. We recommend the following minimum font sizes:  
*Title 84pt, Authors/addresses 42pt, Section Headings 30pt, Text 24pt*
3. Keep use of different text colours to a minimum
4. Maintain a consistent style
5. Keep amount of text to a minimum
6. Neutral colours work better as a back ground than bright colours
7. Make use of graphics where possible
8. Only include what is absolutely necessary
9. Do not overload tables and figures with information
10. Be selective when showing results
11. Check spelling
12. Above all, keep it simple