

SOCIETY FOR MATERNAL-FETAL MEDICINE

38th Annual Meeting
January 29th - February 3rd
Hilton Anatole, Dallas, Texas

Poster Presentations Instruction Sheet

Congratulations! Your abstract has been selected for presentation at one of our five Poster Sessions. In order to maximize the impact of your presentation on the anticipated 3,000 attendees at the meeting, we ask you to follow these guidelines:

IMPORTANT NOTE: This year the Poster Sizes will be as follows: **Standard 4 FT. HIGH (Vertical) BY 8 FT. LONG (Horizontal).**

1. A poster board area of **4 ft. high by 8 ft. long** with the assigned abstract number located at the top of the board will be provided. Use bold lettering at least 3/8" in height so that your poster can be read from a distance of 5 ft.
2. Cover the top of the poster space with a lightweight sign indicating the title, authors, and institution(s). The lettering for this section should be at least 1" in height.
3. You may consider providing a single sheet reduced version of your poster presentation as a handout for interested persons. They could be placed in a pocket hung on your poster board. (You will need to provide your own pocket.)
4. Poster Session hours are as follows:
 - **Poster Session I (2/1/2018) – 10:45am-12:00pm**
 - **Poster Session II (2/1/2018) – 4pm-5:30pm**
 - **Poster Session III (2/2/2018) – 10:45am-12:00pm**
 - **Poster Session IV (2/2/2018) – 4pm-5:30pm**
 - **Poster Session V (2/3/2018) – 11:30am-1pm**

Posters for the morning sessions must be in place before the start of the session, and promptly removed at the conclusion to enable afternoon presenters to get their posters in place before the start of the afternoon sessions. Posters from the afternoon sessions should likewise be promptly removed at the conclusion. The **Trinity Exhibit Hall**, where the poster sessions are scheduled to be held, will be open from 6am-9pm to facilitate the installation and removal of posters.

5. Please bring push pins/thumb tacks to hang your poster.

6. A team of judges will review your poster during your assigned session. Poster awards will be presented for each poster session. Awards will be presented for work shown on Thursday and Friday at the Awards Ceremony to be held on Saturday, February 3rd from 8:00-8:30am. The awards for the Saturday session will be presented at the close of the meeting, approximately 1:00 pm on Saturday, February 3rd in the **Trinity Exhibit Hall**. **YOU MUST BE PRESENT AT YOUR POSTER DURING YOUR ASSIGNED POSTER SESSION TO BE ELIGIBLE FOR AN AWARD.**

Again, congratulations, and we look forward to your presentation in Dallas.