



Annual Meeting 2024

March 3-6, 2024 Washington, D.C., USA

Poster Instructions for Authors

Poster Board

Each author of a poster paper will be provided with a poster board 4 feet high and 8 feet wide indicated in an upper corner. A chair and an ample supply of pushpins will also be furnished. The author is responsible for providing all other supplies.

Technical Details

Title Banner: A title banner should be prepared which is not more than 4 feet long. Lettering on the banner should include the title, authors and address.

Poster Units: Each piece of paper, graph, photo, etc., that is placed on the poster board is defined as a poster sheet. Please adhere to the following in the design of poster sheets:

Size: The minimum size of a poster sheet should be 8-1/2"x11". Larger sizes may be used, but size consistency is encouraged.

Type Size: A minimum letter size of 14 point is recommended. Large point sizes should be used for headings. Please use block lettering and not script.

Figures: For best visual effect, use simple to semi-complex figures that can be read easily. Labels should use type at least 18 points high.

Organization

Arrange poster sheets for logical flow from top to bottom, left to right. Number poster sheets in the order you wish them viewed. Consider using connecting lines (for example, colored tape) to guide the viewer.

Content

Objective: One poster sheet should be devoted to a concise, straightforward statement of the objective of work. This poster sheet should be placed at the beginning of the board.

Body: Other poster sheets should demonstrate in some detail the work that was done and typical results.

Results and/or Conclusions: One poster sheet should present the results and/or conclusion of work.

General

Set-Up Time: Set-up time will begin one hour prior to each scheduled poster session.

Supplies: The pushpins for mounting your poster will be provided. Supplies should be returned at end of session. Do not write on or mark the poster boards.

Take-Down Time: Every author is responsible for removing his or her poster at the end of the session.

Presenting your Poster: You are required to be available for discussion of your paper at your designated time.

Please submit your abstract directly online at www.IFPACglobal.org/authors

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