

Poster Preparation Instructions



Overview

A technical poster is a concise, visual summary of a research project or technical work. It is an opportunity to network with others, communicate results, and receive feedback on the work. The poster should be visually appealing and be self-explanatory but also serve as a focal point for discussion. The information provided here is to guide the preparation of a technical poster without commercial elements, incorporating best practices for content, layout, and design.

On the morning of the poster presentation, an optional (but encouraged) breakfast is available to presenters from 7:30-8:00 am. Tables are numbered by session number.

Poster Design Guidelines

- Posters can be made using PowerPoint or other design tools such as publisher or canva.
- Poster size should be 72" × 42" ([PowerPoint template which is scaled to half this size is provided](#)). *This template is designed at half-size (36" × 21") due to PowerPoint's size limitations. For printing at the full 72" × 42" size, scale the template to 200% during the printing process.*
- Title, authors, and affiliations should be included at the top of the poster in at least 144-pt font and Body text should be ≥32 pt for visibility at 5 feet.
- Scale images to ~200 dpi.
- Avoid low-res copy/paste. Use 'Insert Picture' for graphics.
- Text and visuals must be readable from 5 feet away.
- Minimize use of red/green (color blindness issue)
- Content should include an introduction, a brief statement of the purpose of the project, a description of materials and methods used, and a summary of results and conclusions.
- Figures, diagrams, and bullet points are better than paragraphs of text.
- SI units should be used or paired with US customary units in parentheses.
- Optional: Bring handouts, or samples to enhance interaction.

Requirements

- A technical paper is **required** for most poster presenters unless exempted (e.g., student poster competition or non-paper sessions). See form WM48 for our Paper Preparation Instructions.
- Posters should be placed on the correct poster display 5 minutes prior to the start of the session.
- The presenter is required to be present during the TWO designated periods to be eligible for a poster award. Judges will be visiting posters during these time periods.

- Posters must receive conference approval to be included in the proceedings. Posters must be uploaded in PDF format

Poster Logistics

- Posters must be set up in the 200 Level foyer at least 5 minutes before the session begins. Poster placement is assigned by a letter number combination that appears before the paper title in the printed program. (e.g., A1, B2, C3)
- If the poster is chosen for "Best in Track", the poster will need to remain posted through Thursday.
- Any posters left after 5:30 PM Thursday may be discarded unless other arrangements are made

Printing Tips

- **Shepard Exposition offers Poster Printing Services** with pickup at registration. (please be sure to add/update your address in your profile as this is needed to use this service)
- A [UPS Store](#) is located next to the convention center and offers printing services.

Judging Criteria

- Clear, concise, visually effective, and technically sound
- Communication of objective and significance
- Explanation of project design and methodology
- Explanation of Results and Conclusions
- Aligned with WM guidelines for layout, presence, and visual clarity

Award Selection Process

- Poster awards are selected by Track Judges.
- Posters selected for Best in Track are relocated for public display and recognition.
- Judges later select two "Best of Conference" winners (ANS and ASME awards), to be recognized at the following years Award Luncheon

Poster Session Schedule and Author Attendance at Poster – Second Floor Foyer

Session #		Poster Set-up	Poster Period	Authors present -First Period-	Authors present -Second Period-	Poster Removal
MONDAY, March 9, 2026						
Afternoon	HLW/D&D:	1320 - 1340	1345–1700	1345 - 1445	1600 - 1700	1700 - 1730
TUESDAY, MARCH 10, 2026						
Morning	ST:	0730 - 0755	0800 -1140	0800 - 0900	1040 - 1140	1140 - 1200
Afternoon	LLW:	1320 - 1340	1345 - 1700	1345 - 1445	1600 - 1700	1700 - 1730
WEDNESDAY, MARCH 11, 2026						
Morning	P&T/ER:	0730 - 0750	0800 - 1140	0800 - 0900	1040 - 1140	1140 - 1250
Afternoon	Non-Paper Posters:	1215 - 1240	1245 - 1630	1245 - 1345	1525 - 1625	1625 - 1700