

# Aerospace Medical Association

## **POSTER GUIDELINES**

Professional poster presentations should be designed to maximize readability and make material readily comprehensible. Here are some guidelines to help you prepare:

- **Your poster board will be 4 feet high and 6 feet wide.** Please don't exceed these dimensions since you'll then be encroaching on another poster's presentation space.
- Make the title in a simple typeface with high contrast, sizing sub-elements (authors and affiliations) so these elements are readable from 15-20 feet away. This will help draw readers to your presentation.
- Plan for smooth information flow which will guide the reader through your presentation in a logical and interesting path. Large numbers or arrows may help.
- Integrate text and figures visually under major headings which actively convey information, not just labels. The traditional slide presentation format is usually not well received in poster format.
- Avoid framing individual components. This often produces unnecessary distracting edges and lines. Use a background color to separate components. If you use background colors, be sure they are subtle, complementary, and uniform.
- Figure and table captions should contain necessary explanation without referring to another part of your presentation. Use color in graphs and tables to enhance comprehension.
- Use bullets to dramatize important points or lists.
- All components of the presentation (except the title and author segments) should be of consistent typeface and size so they can be read from the same distance.
- Leave enough blank space between components so your presentation doesn't appear cluttered or difficult to navigate.
- The last component must be the Disclosure Statement (choose one of two slides provided here: [http://www.asma.org/pdf/meeting/disclosure\\_slides.ppt](http://www.asma.org/pdf/meeting/disclosure_slides.ppt)). Use the language from one of these and incorporate it into your poster presentation).

### **Providing Poster Presentations to AsMA**

AsMA meeting attendees frequently comment that they missed an excellent session because of schedule conflicts, parallel sessions, mandatory meetings, etc. To address this issue and expand our meeting impact and outreach, the Aerospace Medical Association intends to make presentations from the Annual Scientific Meeting available to members and attendees after the meeting. Therefore, presenting authors are required to provide a copy of their Poster presentation to AsMA for this educational purpose. This can be PowerPoint or PDF file of the material presented in the poster or slide session.

- **Presenters are asked to upload their PowerPoint or PDF presentation to the submission web site in advance of the meeting. If this is not possible presenters must bring a copy of the presentation to the meeting on a CD to be left in the care of the Scientific Program Committee.**
- **PowerPoint presentations will be converted to PDF format prior to distribution.**




If presenters are uncomfortable with releasing their complete presentations, an edited version must be provided at the time of presentation that is acceptable for AsMA distribution or download.

Remember, providing AsMA a copy of presented material is in the spirit of scientific endeavor. Authors are reminded that the Annual Scientific Meeting is a public forum and all presented information should be suitable and acceptable for public release.

# Sample Poster Style:

**TITLE – Letters at least 1” high**

**AUTHORS/AFFILIATIONS – Letters at least ½” high**

1 Intro <hr/> <hr/> <hr/>	2 Method <hr/> <hr/> <hr/>	3 <hr/> <hr/> <hr/> <hr/>	4 Results <hr/> <hr/> <hr/>	5 <hr/> <hr/> <hr/> <hr/>
6  <hr/>	7  <hr/>	8  <hr/>	9 Conclu- sions <hr/> <hr/>	10 Disclosur e Info