

ACES 2009

Guidelines for Poster Session Presenters

The Poster Session will be held in the E. H. Hereford University Center in the Palo Duro Lounge. Presenters will be assigned a board designated with a number upon approval of the submitted abstract. The presenters' names with poster assignments are available on the ACES web site. On the day of ACES, all students with posters must register and **set up their posters between 7:30 and 9:00 am**. The room will be open all day for viewing by visitors.

The judging of all posters will occur between 1:00 and 4:00. On account that several groups of judges will be progressing through the room, it is not possible to assign a student a specific time when her/his poster will be judged. Therefore, as in years past, although you are not required to be present when judges arrive at your poster, **students are strongly encouraged to be present throughout the judging process.** Students who remain throughout the afternoon often find themselves either listening to other students' presentations or explaining their posters to visitors, resulting in a lively and stimulating interchange of ideas and information.

Three separate judges will visit your poster and discuss your findings with you, spending approximately 3-5 minutes at each poster. **Posters are not to be taken down before the conclusion of judging at 4:00.** Students are requested to remove their posters between 4:00 and 4:30. After that time, the preservation of any remaining posters cannot be guaranteed.

The board available for your poster or display is 3.5 x 6 feet. This is a bulletin board to which you can attach items with thumbtacks (**and you must furnish your own tacks**). The title of your presentation should be in letters at least one inch high. Directly beneath the title, follow the format of the submission form, including your name(s), your faculty advisor's name, and your department. Lettering of subsections should be legible from 3 feet away.

The objective of your poster should be to convey your message as efficiently as possible. Distill your work to the most important points so that someone looking at your poster can understand it in 3-5 minutes. Ask your faculty mentor to critique your poster in advance, and have classmates ask questions about your project.

Graphics are a crucial part of getting your message across quickly. Use photographs, charts, graphs and tables to describe your work where possible. Do not cover your poster with pages of single-spaced type. Large typefaces and concise statements are much more likely to draw attention and to be read. The Digital Media Studio located in the basement of the Central Library (<http://www.uta.edu/library/dms>) is one resource available to help you produce professional poster presentations.

The format of your presentation/display will depend on the type of material you are presenting. Consult your faculty mentor for advice on how to present your work best. Pay particular attention to your abstract and conclusion; generally a viewer will read these first and then make a decision whether to explore the poster further.

Typical format for an experimental poster in the sciences:

1. Title, Author(s), Faculty Advisor, Department
2. Abstract
3. Introduction/Purpose/Rationale
4. Methods: Subjects, protocol, instrumentation, and statistical analysis
5. Results (1 page narrative, 2-4 pages of tables/graphs)
6. Summary and Conclusions

If citations are necessary, it is appropriate to reference the author's last name and year rather than providing a complete citation. Any copied or adapted material such as graphics must be properly referenced.