



## 2007 NCAAAE Regional POSTER SESSION Call For Posters

### Presentation Guidelines

1. Criteria for selecting presentations at the regional and national level:
  - a. Posters will be evaluated as either research posters (RP) or innovative idea posters (IIP). Presenters will designate this determination on submission.
  - b. Must be innovative--a new idea, or the creative modification of an existing idea. (More on IIP)
  - c. Must be of potential national significance.
  - d. Must have been used before the time the idea was submitted for consideration. Research should have been completed by submission date.
  - e. Must cover the complete topic, concept or procedure.
  - f. The criteria for judging the poster presentations and displays are Proposal/Abstract, Poster Design/Presentation of Content, Communication of Presenter, and Significance to the Profession.
2. Procedures for selection of poster sessions to be presented at the national meeting:
  - a. The top three research posters and the top three innovative idea posters will be submitted to represent the region at the national meeting in 2008.
3. Format for consideration by the Poster Session Committee:
  - a. The poster abstract is limited to 3 pages, single-spaced with double-spacing between paragraphs including tables, figures, and references. Margins are 1" top, bottom, and right, and 1.25" left side.

The printer font should be Times Roman, 12 point, or equivalent. Tables should be prepared using the table

function to facilitate conversion to HTML format.

- b. Content of the abstract should include the following sections where appropriate:
  1. Title, author, institution
  2. Introduction/need for idea for innovation/purpose/objectives
  3. How it works/methodology/program phases/steps
  4. Results to date/implications/recommendations
  5. Future plans/advice to others
  6. Costs/resources needed
  7. References

### Submission Guidelines & Due Date

The deadline for submission of proposals for the poster session slots is July 13, 2007. Please submit (in either word or adobe format) the poster abstract with a **separate document** containing with the title of the poster, name of presenters and institution affiliation. Please delete references to names or affiliations within the abstract itself. Selected presenters will be notified by August 17, 2007. Submit proposals electronically to [jab743@psu.edu](mailto:jab743@psu.edu).

### Questions

You may contact Jackie Bruce at Penn State University with questions regarding the poster session or submission; via telephone: 814-863-1789 or via email: [jab743@psu.edu](mailto:jab743@psu.edu)

### Publication

The poster abstracts will be forwarded for publication in the North Central AAAE Proceedings.

### Awards

Awards will be presented to the top three research posters and the top three innovative

idea posters. An outstanding poster, first and second runner up will be selected by the judges.

**Characteristics of a Good Scientific Poster**

Text Forms	Use short expanses of text mixed with data in tables, graphs, lists, and illustrations. Reader should be able to focus on main points immediately.
Type	Large, dark, block style. Text a mix of upper and lower case letters. Use at least 36-point font for your text and 48-point font for your title. Avoid using italicized or fancy script fonts.
Color	Text – Black or dark on white or light paper. Matting – Attractive but subdued enough not to call attention away from text. Limit number of colors used. Use color with a purpose (to bring out a point or to code one portion of the text as distinct from another).
Spacing	Leave plenty of blank space. Let spacing indicate relationships between parts of the poster. Avoid too many small pieces, too many edges, and too many narrow spaces between pieces.
Illustrations	Limit number of data points in tables and graphs and use any illustration only to convey main point clearly, simply, and immediately.

**So, plan for your posters to be:**

- brief and clearly organized
- simple with an obvious theme
- easy to read for 4’ to 6’ away
- attractive and aesthetically pleasing

**Poster Presentation and Display Judging Criteria**

Abstract/Proposal	25 points
Poster Design/Pres. of Content	25 points
Communication of Presenter	25 points
Significance to Profession	<u>25 points</u>
<b>TOTAL</b>	<b>100 points</b>

**Presenter Suggestions**

As a presenter in the poster session, you have an opportunity to explain your work to a targeted audience of intensely interested peers.

**Appropriate Techniques Include:**

- Computer hardware/software
- Working models
- Prototype or test equipment
- Video, films, slides or overheads
- Graphs, tables, formulas, photos
- Maps, flow charts, blue prints
- Sketches

**Presentation Set-Up**

The poster session will be scheduled in a conveniently located room and be arranged to facilitate audience traffic flow and exhibit visibility. You will be provided a table and a 4 X 6 foam board. Other equipment and supplies such as pins, Velcro, extension cords, computers, etc. must be supplied by you. All posters will be set up throughout the session and presenters need to be available to make presentations, demonstrate technology and answer questions.

**Preparing Your Exhibit**

In preparing your presentation, carefully select the primary points and conclusions you wish to emphasize. Make sure all material can be easily seen from a 4- to 6- foot distance. Photographs and charts should have clear details. Working models, test equipment, prototypes, etc. should be able to be supported upon a standard 6- to 8- foot table. Mount your material on simple, colored paper stock or poster board. Avoid heavy boards that will be difficult to attach.

## Organizing a Poster

Here are a few tips that will help you organize your poster.

1. Title of presentation and full name of author(s) centered across the top.
  - Objectives - upper left corner
  - Conclusions - upper right corner
2. Show the key parts of procedure or methods on the poster. Organize your information in sections, which allows the audience to conveniently and quickly grasp the value of your exhibit.
3. Use equipment, models, samples, products, or other appropriate "items" to communicate your message - utilize the table provided.

## Organizing Your Presentation

Be prepared to summarize your poster topic in a one to two minute talk. Several visitors may want just a brief synopsis of the poster while others will want to discuss details with you.

## Session Operation

Arrive at the session room at least 30 minutes in advance to set up your poster and meet your session moderator.

Exhibits must be dismantled at the end of the session.

## References for Further Information

Borchardt, J.K. (1999). Preparing and presenting scientific posters. p. 31-34. In Today's Chemist at Work. American Chemical Society.

Davis, M. (1997). Scientific papers and presentations. San Diego: Academic Press.

Davis, M., K.J. Davis, and D.C. Wolf. (1992). Effective communication with poster displays. Journal of Natural Resources and Life Sciences Education. 21,156-160.

Imhof, E. (1982). Cartographic relief presentations. New York: De Gruyter.

McCown, B.H. (1981). Guidelines for the preparation and presentation of posters at scientific meetings. HortScience 16,146-147.

Rupnow, J., and J.W. King. (1995). A primer on preparing posters for technical presentations. Food Technology. 49, 93-102.

Woolsey, J.D. (1989). Combating poster fatigue: How to use visual grammar and analysis to effect better visual communications. Trends Neuroscience. 12, 325-332.