

The banner features a blue background with a grid pattern. On the left, there is a photograph of a man and a woman looking at a document. On the right, there is a photograph of a woman and three children looking at a book. The text is centered and reads: "2010 FIFTH ANNUAL IES RESEARCH CONFERENCE CONNECTING RESEARCH, POLICY AND PRACTICE JUNE 28-30, 2010 • THE GAYLORD AT NATIONAL HARBOR, MD".

2010 FIFTH ANNUAL IES RESEARCH CONFERENCE CONNECTING RESEARCH, POLICY AND PRACTICE

JUNE 28-30, 2010 • THE GAYLORD AT NATIONAL HARBOR, MD



POSTER PRESENTATION GUIDELINES

Posters have become an increasingly popular method for presentation at conferences, as they promote greater interaction between researchers and conference participants. The purpose of the Fifth Annual IES Research Conference poster presentation sessions is to showcase IES-funded research by grant and contract awardees, as well as research by predoctoral, postdoctoral fellows, and expert data users.

Specifications for Poster Presentations

- Poster displays will be limited to one side of a 4 foot by 8 foot tack board. **The recommended poster size is 3 feet by 6.5 feet (36 inches by 78 inches).**
- The **poster board number** assigned to the poster must be placed in the upper left-hand corner of the display. A poster board number cut-out will be provided and must be visible at all times.
- Be sure to include the **abstract title, author and coauthor names, and the institution(s)** where research is underway.
- Place your **e-mail address, phone, and fax numbers** in the upper right-hand corner of the poster board.
- It is suggested that you place multiple copies of a **reproduction of the abstract** in the upper left-hand side of the poster, written with the headings "Introduction/Background," "Methods," "Results," and "Conclusions". Include your contact information on these copies for attendees who desire further information.
- It is recommended that you **hand-carry your poster** to the conference, using tubular packaging or a portfolio case. Costs associated with creating and shipping the poster display will be the responsibility of the authors. Velcro (easiest to use), pushpins, or thumbtacks will be provided to mount your poster.
- **Refer to your acceptance letter** and/or the final conference program for the time and location of your poster session and set-up time.
- The **designated poster presenter** (author or coauthor) must be present at the assigned space during the designated time to discuss the work presented.

Tips for Poster Preparation

- Posters should stimulate discussion, not give a long presentation. Therefore, keep text to a minimum, emphasize graphics, and make sure every item included in your poster is necessary.
 - Utilize handouts to supplement your poster.
 - Goal: 20% text, 40% graphics, 40% space.
 - Make sure ideas flow logically from one section to the next.
 - Use charts and graphs to illustrate data (avoid large tables of raw data).
 - Use high resolution photographs (web images often will not work).
 - Do not use all capital letters.
- The use of typewritten, handwritten or a printed PowerPoint™ presentation as a poster is unacceptable. Presentations in these formats will be removed.
- Be consistent.
 - Keep consistent margins.
 - Keep line spacing consistent.
 - Keep the color, style, and thickness of borders the same.
 - Keep shading consistent.
- Pick no more than 2–3 fonts
- Pick no more than 2–3 colors
- Test readability
 - Title banner should be legible from 20 feet away.
 - Body text should legible from 6 feet away.