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## ARCTIC-YUKON-KUSKOKWIM SUSTAINABLE SALMON INITIATIVE

### 2007 SYMPOSIUM POSTER GUIDELINES

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Posters have become an important mode of presentation in recent years, because some topics are best communicated via posters. The purpose of the poster should be to convey highlights of a study or project in an attractive format that can be easily read and comprehended in a short period of time, i.e., 3 to 5 minutes. The body of the poster will have 300 to 400 words. A poster should convey less information than an oral presentation. Efficient use of this limited number of words and images is necessary to convey the highlights of the study.

A key feature of the poster is that it can be easily read at a distance of at least three feet away. Authors will need to minimize the amount of text in the poster, and to do so, use of bulleted phrases rather than complete sentences is best. Graphs need to be carefully designed so that they are readily comprehended. Details should be kept to a minimum. Photographs and color should be used to enhance the attractiveness of the poster and to entice the audience to stop and read it.

**[A poster draft is due to Karen Gillis on January 15, 2007.](#)**

#### **Poster Session**

- Posters will be displayed throughout the symposium.
- Presenters are requested to be available for questions for at least 1 hour during the poster session on Tuesday, February 6, 2007 from 5:00 to 6:00 PM.

#### **Poster Size and Display**

- Posters will be displayed on easels.
- Presenters are required to assemble and disassemble their own poster.
- We will provide a rigid 32" by 44" poster board for each presenter to stabilize or assemble their poster.
- We will provide tacks, push pins, clamps, Velcro strips, and tape. Materials will be available at the symposium registration desk. Posters should be on display no later than noon Tuesday afternoon, February 6 and be taken down by noon Friday, February 9.

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### ELEMENTS OF THE POSTER

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#### **Title:**

- The title should be short and fit across top of poster on one line.
- Authors' names and affiliations appear below the title.

#### **Abstract:**

- Authors may decide that this space could be more effectively used for other material. Rather than require authors to include an abstract on the poster, this section is optional.

If authors decide not to include an abstract on the poster, they should be sure to clearly state key items such as objectives and conclusions your abstract could be made available to attendees interested in receiving a copy, please have some on hand.

**Introduction:**

- Keep this section short.
- Limit it to a few statements.
- Clearly state the objectives.

**Methods or Experimental Design:**

- Keep text to a minimum.
- Use graphics where possible.

**Results:**

- This section should take up most of the space.
- Graphs (figures) are preferred over tables.
- Keep graphs simple.
- Include captions with graphics.
- Include credits on photographs taken by someone other than the authors.
- Tables should not exceed four columns.
- Keep statements brief.

**Conclusions or Implications:**

- Limit this section to a few bulleted statements.

**Acknowledgments:**

- Include this section when appropriate.
- If your project was funded by the AYK SSI you are required to include a logo and text as part of your poster, preferably the logo would be inserted on the bottom left-hand corner of the poster. Please contact Karen Gillis 907-279-6519 ([karengillis@cdqdb.org](mailto:karengillis@cdqdb.org)) for more information about this requirement.

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**DESIGN SPECIFICATIONS**

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**Overall size:**

- The typical size of a poster is **81 cm x 112 cm (32" x 44")** in a landscape or portrait format.

**Column arrangement:**

- A 3-column format best fits this size poster in landscape format.

- The flow of material should be from top to bottom of each column and left to right among columns.
- Deviations from this pattern require careful planning.
- Leave 3.8 cm (1.5") between columns

### **Highlighting the sections:**

- One can use thin-lined borders around sections or blocks of subsections to emphasize how items are grouped.
- Light-colored background fill can also be used to highlight different sections.

### **Photograph backgrounds:**

- Use of photographs as backgrounds is not recommended, because legibility is usually compromised.
- Text boxes with a background fill can be superimposed on photographs.
- Text printed directly on photographs should be avoided.

### **Background:**

- Light pastel backgrounds are attractive and allow use of contrasting font colors, such as black, dark blue, and red.
- White backgrounds are acceptable, though they are less attractive than colored ones.

### **Font type and size:**

- Consider fonts which have good visibility at a distance; use the same font type throughout.
- Title - 72 point or larger; keep it short, not more than 80 characters including spaces.
- Authors' names and affiliations - 48 point.
- Section headings - 36 point, bold.
- Text - 28 point.
- Graphs and tables - all numbers and labels 28 point or larger.
- Graph bars and symbols - use colors; avoid cross hatching.
- Acknowledgments - 20 to 24 point