



Poster Presentation Guidelines

- Poster Presentations are not actual presentations, but instead a display of your poster for all to view during breaks and receptions. You will not actually “present” anything to the audience. You can hang your poster at your convenience, beginning Thursday morning, but all posters must be removed after the last break on Saturday, October 26th.
- The posters will be pinned on a 4x8 ft cork board and spacing will be for 3 posters on each side of the board (3 posters per side/6 posters per board). The boards will be located on the 3rd floor of the hotel in the 3rd street foyer.
- Each poster presenter will be provided with a **30”w x 48”h** poster board area and mounting pins. Your poster cannot exceed these dimensions. **This is NOT a typo – please don’t question the size.** You should plan to pin up your poster on **Thursday, October 24th after 8am or anytime throughout the weekend. Posters need to be removed after the last break on Saturday, October 26th.**
- Each poster must include text in a large enough font (~20 point font) to be read easily by attendees from a distance of 4 to 5 feet or more. Lettering on illustrations should be large and legible. Photographs should be a minimum of 5 x 7 inches. Material should be displayed in logical sequence (introduction, development, conclusion) and each sheet should be numbered.
- No commercial activities or any advertising may be displayed on the posters. Non-compliance with this rule will result in the poster being removed.
- Authors may wish to bring extra copies of their data and conclusions. No duplication facilities will be available through TFVC. Authors may also wish to provide sign-up sheets for attendees who may wish additional information, reprints, etc.
- We encourage you to stand by your poster during all breaks and reception to answer any questions from your viewers.
- Posters can be printed, onsite at Fedex, for a discounted rate of \$99. Direct link to upload the poster will be provided soon.
 - FedEx Office inside the Sheraton Phoenix Downtown | Store #5048 office 602.258.0266 | [340 N. 3rd Street, Phoenix, AZ 85004](https://www.office.fedex.com/default/hotels-conventions) | <https://www.office.fedex.com/default/hotels-conventions>

