



**Tobacco Workers' Conference Guidelines for
Applied Research and Extension Education Poster Session**
(Adapted from NACAA Poster Session Guidelines)

Poster Dimensions and Display:

Posters should not exceed the 60" (width) x 44" (height) size limitation.

Posters must be displayed on a cork board. Board and push pins will be supplied by the conference.

Program Title, Author, Institution and Address:

Poster title, author names, and affiliations *should appear on the top* of the poster. A simple sans-serif typeface (i.e., Arial or Helvetica) should be used. Lettering for the title should be 48 point (at least one-half (1/2) inch) or larger.

Abstract:

The abstract has to appear on the poster. The abstract title, author(s) and affiliations can be omitted in the abstract affixed to the poster. However, the word "abstract" should appear at the top of the abstract text. Minimum size for abstract typeface is 16 points.

Extension Education abstracts should show program impact. Applied Research abstracts should include research data.

Supporting Materials:

Material that supports the poster (i.e., workshop workbooks, handouts, etc.) may be placed below the poster on the floor. Room for supporting material is limited to space directly below your poster. A pocket will be attached below each poster to allow people who are interested in learning more about your program to drop their business card into it.

Content:

Do not prepare a poster as if it were a manuscript. Primarily use tables and figures and limit verbiage. Details of the work can be discussed during the "Meet the Author Sessions" with interested parties. Make sure that the selected typeface is easy to read. No more than two different typefaces should be used on the poster. Lettering for text and illustrations should range in size between 24 and 48 point type.

24 point

48 point

"Quality Matters When Preparing a Poster"
Adapted from Communicaid article by Evie Liss and Bernadine Strik, 1991