

## **GUIDELINES FOR POSTER PRESENTATIONS - USA**

- **LANGUAGE**

All abstracts must be presented in English – the official language of this conference.

- **POSTER SIZE**

40 inches x 40 inches – (square format)

The poster must fit WITHIN these measurements.

- Please check in with the Poster Desk upon arrival. You will be told what your board number assignment is.
- Hang your poster only on the board that has been assigned to you. Poster boards will be numbered so they can be found easily. Do not move numbers to suit yourself. (Please ask for assistance if you need any help to hang your poster).
- Bring your own velcro tape to attach your poster to the boards.

### **COMPONENTS OF THE POSTER:**

Posters should include a title, names of authors and their addresses, abstract, introduction materials and methods, results, discussion (or a combined results and discussion), conclusion, acknowledgments (if any), references, tables, and figures.

**Title:** The title should accurately reflect the contents of the poster. Brief, concise titles are encouraged. Below the title should include the name(s) of the author(s) and their address(es). The name of the presenter should be placed first.

**Abstract:** The abstract should be a concise highlight of the results and conclusions. Methodology should not be abstracted unless it is necessary to explain the results or unless the paper describes a new technique. Abstracts should be brief and easy to read.

**Introduction:** The introduction should explain why the research was conducted and why it is important. The introduction should contain a statement that describes the purpose or objective of the research. The introduction should condense the relevant information in the field that led the author to do the research. The introduction is not a complete literature review, and only the most relevant references should be cited.

**Materials and Methods:** The underlying goal of this section is to briefly describe what was done so that others can repeat the experiment. Experimental designs can be explained by use of figures if they will help clarify what was done. If the experiment was a complicated one with many sub-parts, subsections may be used to describe each sub-part.

**Results:** This section describes the data. Proper use of tables and figures can enhance and help explain the results. Statistical analysis of data is necessary, unless differences are so obvious that statistical analysis is superfluous. Although probability values of 0.05 and 0.01 are traditionally used, each author is free to choose his own level of significance.

**Measurements:** Use metric units of measurement. (When needed, English equivalents may be given in parentheses.) When using monetary symbols, please make sure the country of the currency is clear.

**Discussion:** This section should interpret the results and compare the results from this experiment to those found in similar research. The section can also be used to speculate about the results, to provide reasons for the trends, and to suggest new ideas that can advance our understanding about aquaculture.

**Conclusion:** This section should be used to briefly offer a synopsis of the conclusions of the research data. Concisely state the main conclusion. Leave the reader no doubts about the take-home message.

**Acknowledgments:** This section should be used to thank organizations which supported the research monetarily and individuals who assisted in the research or preparation of the paper (optional).

**References:** Select references with great care. Unless the paper is a review, there is no need to reference every paper written about a subject. Use only the most important ones (optional).

### **GUIDELINES FOR PREPARING A BETTER POSTER:**

- ⇒ Careful design is needed. The poster is a visual display. Begin by preparing a scale model layout as an outline for the poster. This allows you to determine the number and size of figures, tables, heading, and length of text before making any final product.
- ⇒ The organization and flow of the poster needs to be very clear. Visually subordinate those things that are less important and draw attention to those of greater importance. Make clear sequence in which the poster is to be viewed.
- ⇒ Keep explanatory text close to the figure it is explaining.
- ⇒ Group related information together, and make the groupings clear. A visually clear presentation will have some amount of blank space. If elements are crammed too tightly, the poster will appear chaotic and hard to follow.
- ⇒ Show as well as tell the story. Tables and figures should be a main component of a successful poster. A 1:1 ratio of text and graphics appears to be an acceptable value for presenting an effective, visually appealing poster. Do not use extensive text.
- ⇒ Make the poster accessible to browsers. Use a simple font, such as Helvetica. The title should be legible from a short distance. It should be assertive, clear, and catch the eye of the viewer. A mix of capital and lower case letters is easier to read than all capitals. You may wish to shorten names and affiliations when they are too wordy. This information may be in slightly smaller type than the title. Main headings carry the essential content and should provide a complete take-home message. Supporting text follows the main headings. Be sure your contact information is placed on your poster.
- ⇒ Optional: You can attach an envelope to the poster with your business cards or copies of the abstract that people can take away.