



Western Section American Urological Association
86th Annual Meeting • Big Island, Hawaii
Hilton Waikoloa Hotel • October 24-29, 2010

UNMODERATED POSTER SESSION INSTRUCTIONS

FOR UNMODERATED POSTERS ONLY

>>Unmoderated Poster Size = ½ board only – 44" x 44" <<

I. GENERAL INFORMATION

A Poster Session is designed to permit the author of a technical paper to explain and illustrate concepts, techniques or research findings in a simple graphic manner that will promote understanding more readily than a "rapid fire" podium address. Groups gather at the various posters and rotate from one to the next, discussing their findings with authors in person. This permits a one-to-one exchange of ideas. Posters **ARE NOT** scientific exhibits. All poster materials are your responsibility. Unmoderated posters do not qualify for entry in the poster contest.

Please remove your poster board on Sunday, Oct. 24 at 5:00 PM.

II. PRESENTATION PERIOD

Poster Sessions will be held on Sunday, October 24, 2010 • Monarchy Ballroom, Hilton Waikoloa Hotel. Set-up time starts at 6:30 am. Your poster board number will correspond to the number in the Program Book.

III. POSTER SIZE

Each unmoderated poster session presenter will have only ½ use of the poster board. Approximate size: 44 inches by 44 inches. Another poster presenter will use the other half.

IV. IMPORTANT REQUIREMENTS

Each poster presenter is required to bring 150 copies on single sheet 8.5"x11" paper displaying supplemental data, conclusions, and/or a scaled down version of the poster. This will enable viewers a take home message of your poster. There will be an attachment on your poster board for the handouts.

V. DO's

1. Do prepare a sign for the top of your poster board indicating the title of the presentation and its authors. The lettering for this sign should be at least 1" high.
2. Do use block lettering (at least 1/2" high) for emphasis and easy reading.
3. Do keep illustrative material simple in using charts, graphs and pictures for viewing 3 to 5 feet away.
4. Do use matte (silk) finish for photographs. This will help diminish glare.
5. Do number each piece and put in place sequentially.
6. Do make captions brief, labels few and both clear.
7. Do make posters as self-explanatory as possible.
8. Do provide descriptive handouts for attendees.

Some of the more inexpensive materials you may wish to use are:

1. Use Inkjet or Laser Printer
2. Felt tip markers and pens.
3. Construction paper in assorted colors (for borders, etc. to give emphasis).

Some color combinations which provide better contrast are:

1. Black on yellow
2. Black on orange
3. Green on white
4. Red on white
5. White on black

VI. DONT'S

UNMODERATED POSTER SESSION INSTRUCTIONS CONT.

1. Do not mount abstracts on heavy board (this does not hang properly).
2. Do not be arty or overly ornate (this detracts from impact of your information).
3. Do not use projection equipment (no electricity is supplied).
4. Do not write or paint on tack board to be used as background for your posters.
5. Do not use sticky tape to mount poster material (this will damage the board).
6. Do not make posters elaborate or costly.
7. Do not consider posters as scientific exhibits (Poster Sessions consist of presentations).

VII. EQUIPMENT SUPPLIED

The Western Section will supply only the following to the presenter during the Poster Session:

1. Half (usable area - 44" x 44") of one 4' high by 8' long board mounted on a frame with poster number.
2. Push pins or Velcro tape. (Please leave push pins on board at conclusion of session.)
3. Attachment for handouts.

A SUGGESTED ARRANGEMENT FOR EASY VIEWING IS ILLUSTRATED BELOW:

