



2024 Practice-Based Research Network (PBRN) Conference

June 17-18, 2024
Hyatt Regency – Reston, VA

Poster Presenter Information

Poster Hall: Grand Ballroom E-B

Set-up: Monday, June 17th (1:00 am–12:00 pm)

Take-down: Tuesday, June 18th (1:30 pm)

Display Hours: Monday, June 17th, 4:30 pm until Tuesday, June 18th, 1:30 pm

Dedicated Poster Sessions: Monday, June 17th from 1:30-3:15 pm and Tuesday, June 18th from 10:45-11:45 am.

POSTER SPACE/DIMENSIONS

Posters boards are 4-ft high by 8-ft wide, and covered with felt. You may use Velcro or push-pins to affix your poster materials to the board. Your poster does not need to be printed at a specific size; the only restriction is that it should fit within the poster board. Note, the conference does not provide audio/visual or electricity for posters. All poster presenters will need to print their own posters.

STAFFING AND PRESENTING YOUR POSTER

Please feel free to stand by your poster during the poster sessions if you want, but you are not required to. We recommend including your contact information somewhere on your poster in case people want to reach out to you about your research and you are not there.

NOTE: NAPCRG is not responsible for removing or storing poster materials. Poster presenters should remove their posters by no later than 1:30 pm on Tuesday, June 18th.

Questions? Please contact Ashlyn Steller at conference@napcrg.org

We look forward to seeing you at the conference! Please see the information below for more details about preparing your poster.



PREPARING YOUR POSTER

DISPLAY FORMAT

Each display is allocated an 8-ft. horizontal by 4-ft. vertical tackboard. Each panel should be prepared on heavyweight paper or lightweight cardboard, so they are easy to mount with pushpins. Presenters are urged to design posters in whatever fashion they believe best describes the program component or activity. Remember that the presentation is primarily a visual one, and it is recommended that presenters make maximum use of figures, graphs, diagrams, and flow charts on the panels used.

An abstract panel is not a necessary component of any type of poster presentation and is specifically discouraged. A printed strip at least four inches high showing the title of the presentation and the names of the authors or presenter(s) should be prepared for each poster to be affixed to the top of each display with poster tacks. Your lettering for this information should not be less than one inch in height. Your audience will be standing from 3 to 6 feet away from the poster and the lettering should be easily legible from that distance.

Each individual panel in the display should be clearly numbered in the upper right-hand corner so that viewers can quickly determine the sequence to follow in viewing the individual panels in each presentation.

While your poster should be self-explanatory, if you like, we suggest bringing around 40 handouts to distribute to those who would like additional information on your poster. Please label your handout clearly with the title of your presentation.

TIPS FOR PREPARING A POSTER PRESENTATION

The major components of an effective poster presentation include:

- Number each panel of your poster so sequence for viewing is clear to
- Be sure connection of ideas and progression of thought is clear from one panel of the poster to another.
- Use a minimum of text (a rule of thumb is that total length of text for a poster presentation should not exceed 25 lines).
- Use lists or phrases instead of complete sentences when possible.
- If an accompanying handout is needed for your poster presentation, label it clearly with the title of your presentation.

EDITORIAL ASSISTANCE AND ARTWORK PROCESSING

Assistance in submitting artwork and other necessary material for processing for poster presentations should be obtained from the presenters' own facilities.

REVIEW/SUMMARY

An effective poster session:

- Can be read and understood easily from 3 to 6 feet.
- Has charts and tables that can be comprehended in 1 minute per page viewing time: no more than 4 rows and columns per table, no more than 3 components being graphed no 3- dimensional graphs, no double-Y-axis graphs.
- Has posters displayed as nearly at eye level as possible.

An effective poster presentation can be even more useful to its authors than an oral presentation. There is the opportunity for one-to-one discussion with viewers; the resulting feedback is frequently quite valuable.

POSTER BOARD "EXAMPLE" PHOTOS

