

**2018 AGS ANNUAL SCIENTIFIC MEETING
MAY 3-5, 2018**

**Walt Disney World Swan and Dolphin Hotel
Orlando, FL**

INSTALLATION AND REMOVAL OF POSTERS

Please make a note of the poster number you have been assigned as indicated in your confirmation email. Numbered poster boards will be set up in the Exhibit Hall in the Swan and Dolphin Hotel. You must register for the meeting and obtain a meeting badge in order to gain entrance into the Exhibit Hall to set up your poster. Security guards will not permit anyone to enter the exhibit hall without a meeting badge.

The Program Committee requires that you or one of your co-authors be present at your poster during the entire duration of the poster session, in order to discuss your research with meeting attendees.

Poster Session A - Thursday, May 3, 12:30 pm - 1:30 pm

Set-up Schedule: Thursday 5/3, 11:15 am - 12:15 pm

Tear-down Schedule: Thursday 5/3, 1:30 - 1:45pm

Presidential Poster Session B - Thursday, May 3, 5:00 pm - 6:00 pm

Set-up Schedule: Thursday, 5/3, 4:15 - 4:45 pm*

Tear-down Schedule: Thursday, 5/3, 6:00 - 6:15 pm

Poster session C - Friday, May 4, 12:30 pm - 1:30 pm

Set-up Schedule: Friday 5/4, 11:45 am - 12:15 pm

Tear-down Schedule: Friday 5/4 1:30 - 1:45 pm

Poster Session D (Students & Residents)- Friday, May 4, 2:45 pm - 3:45 pm

Set-up Schedule: Friday, 5/4, 2:00 - 2:30 pm

Tear-down Schedule: Friday, 5/4, 3:45 - 4:00pm

* Please note that presenters who do NOT have their posters up by the end of the set up time run the RISK of not being judged for the Presidential Poster Session awards.

Note: Poster boards will be removed promptly at the conclusion of the tear down times noted above. Please be sure to remove your poster promptly, in order to make room for the next poster session set-up.

The AGS and the Swan and Dolphin Hotel will not accept responsibility for the posters left in the Exhibit Hall after the scheduled tear down times.

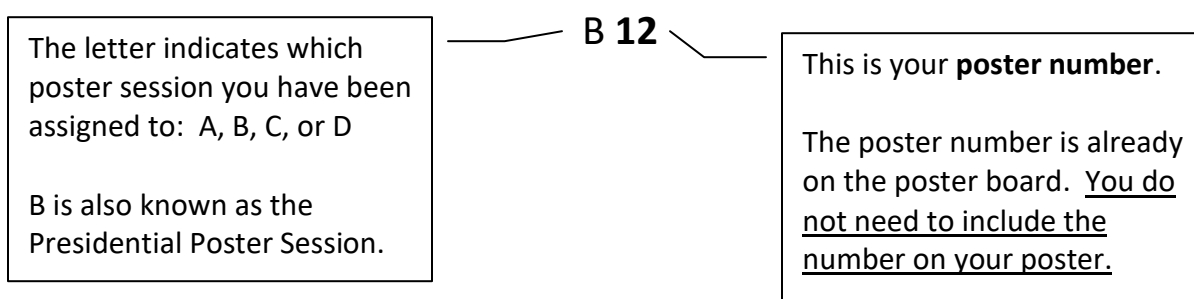
GUIDELINES FOR PREPARING POSTERS

Size of Poster

Each poster board is 4 ft high by 8 ft wide. Your poster can be of any size as long as it fits on the poster board and the lettering is legible from a distance of 2 feet.

Poster Number

On the top right corner of the poster board will be your **poster number**. This is the number assigned to your abstract, and provided to you in your email notification.



Poster Layout and Format

Your poster must have the following information. Please also see the diagram below for an example of the proper poster layout.

1. Center the poster title and author(s) on the poster.
2. Under the title and author(s), you must include the following statement:

“The research reported on this poster was supported by [NAME OF SUPPORTER(S)]. The investigators retained full independence in the conduct of this research.”

- This statement should be in font type at least 1 inch high and bolded. **Tip:** depending on the font, usually a minimum of 72pt.

Abstract

On the upper LEFT corner of the poster board (not poster), place a copy of your typed abstract. This should be a separate document. Please use font size of at least 18 pts.

Tips for a Good Poster

- avoid too many words, use bullet points, clear figures, large bold font
- post a copy of your abstract.
- prepare in advance and post all illustrations needed for your presentation--figures, tables, schemes, equations, etc.
- mount your presentation on the poster board with pushpins
- pushpins will be available in the Exhibit Hall

For more tips, please visit **Bandwidth Online** (www.bandwidthonline.org), the John A. Hartford Foundation's one-stop, online source for communications tools and information. There is some great information there about how to create an effective scientific poster.

See next page for poster board layout.

Posterboard Area

POSTER LAYOUT EXAMPLE

POSTER NUMBER

12

TYPED
ABSTRACT

POSTER

TITLE OF YOUR ABSTRACT / POSTER

“The research reported on this poster was supported by [NAME OF SUPPORTER(S)]. The investigators retained full independence in the conduct of this research.”

Research/Poster Content Here