

Presenting Your Posterⁱ

1. Traveling to the meeting
 - Your poster can be cut down into smaller panels for travel, and then assembled on the tack board before the poster session.
 - Oversized posters can be done on light weight paper, rolled up and carried in a tube. Carrying cases are available from art supply stores.
 - If you are flying to the meeting from another country, contact your airline carrier ahead of time to confirm whether you can carry your poster (in a tube) on the plane or if you have to check it.
 - Have an electronic version of your slides with you on a thumb drive available as backup.
 - ALWAYS TAKE YOUR POSTER AND YOUR SUIT AS A CARRY-ON!!
2. Handy supplies to bring:
 - Push pins in a color that matches your poster (usually provided, but in case they run out)
 - Repair materials: tape, scissors, a black marker, correction fluid
 - Pen and a notebook to record contact information and new research ideas
 - Extra figures, data you might wish to present but doesn't fit on poster
 - Possible items to distribute: reprints, copies of methods, business cards
 - A bottle of water and/or throat lozenges
3. Rehearse for your presentation
 - Ask first if the viewer has specific questions you want to answer, or if they would like for you to "walk through it".
 - Know the organization of information on your poster so you can point to significant parts of it as you converse with viewers – without turning your back on them or blocking their view.
 - Practice your presentation with your mentor and colleagues.
 - Your "walk-through" should take no more than 3-5 minutes. Poster sessions are usually only 1-2 hours, so your presentation should be brief so you can do it repeatedly and allow for discussion
 - Introduce yourself (name, institution) and a bit on how you got interested in your study
 - Know what you want to emphasize about your findings and/or methods, point to the related information as you speak
4. Be ready to network with viewers
 - Plan to be with your poster as much as possible. Should you wish to view other posters in the same session as yours, ask a colleague to staff the poster while you are gone or post a sign indicating when you will return.
 - Ask the viewer about where they are from and why they are interested in your poster (doing similar work? thought it was cool? From another institution in your city?)
 - Use this as an opportunity to NETWORK
5. Nuts and Bolts of Poster Design
 - Purrington, C.B. Designing conference posters. Retrieved Feb 1, 2012, from <http://colinpurrington.com/tips/academic/posterdesign>.
<http://colinpurrington.com/wp-content/uploads/2011/09/postertemplate.pdf> (attached)

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ⁱ Adapted from "Society of General Medicine Annual Meeting Poster Presentation Tips" [http://www.sgm.org/userfiles/file/Poster%20Tips%202009\(1\).pdf](http://www.sgm.org/userfiles/file/Poster%20Tips%202009(1).pdf)