2020 ICSA Applied Statistics Symposium
Dec 13-16, 2020   Westin Galleria Houston, Houston, Texas, USA

Poster Guidelines

The following guidelines are provided to assist in your preparation of your poster for the 2020 ICSA Applied Statistics Symposium.

Poster Presentation Information

Your posters will be presented from **6:00-9:30PM on Monday, Dec 14,** 2020 in the Woodway room, the fourth level of the conference venue, Westin Galleria Hotel at Houston.

- Set-up time: please set-up your poster from Noon-6:00PM on Dec 14, 2020. You are strongly encouraged to set up your poster during the lunch break.
- Poster numbers and board assignments: your poster will be assigned a number and the conference will provide a poster hanging board and push pins for hanging your poster. Please locate your poster board by your poster number.
- Poster reception: there will be a poster reception and you may stand by your poster during the reception.
- Poster teardown: please remove your poster after 9:30PM. Posters not removed after 10:00PM will be recycled.

Poster Board Size and Display Information

Poster boards will be landscape oriented. The dimension of **your poster should not exceed 4 feet high by 8 feet wide**. Push pins will be provided at the poster help desk for you to hang your poster or you may bring your own. Posters extending into boards reserved for other posters may be removed.

Information for Poster Presenters

Your poster should include:

- The full title, list of authors, and affiliations at the top of your poster
- Texts with font sizes proper for viewing from 3 to 6 feet away from the poster
- A balance of figures and texts. Figures should be designed for viewing from a distance. Colors are effective if used appropriately and sparingly. Captions for figures and tables should highlight the take-home messages.

Your poster should **NOT** be a page by page printout of your talk slides or paper.

You may use following guidelines to prepare an **effective poster presentation** (especially if you are competing for poster awards):

- Sell your work in 10 seconds. Consider putting the highlights of your work near the center and top of your poster.
- The title should be short and comprehensible to a broad audience. Avoid long titles spanning several rows.
- The poster should provide the appropriate scope and depth of the problem addressed.

- The texts should be concise and focus on the main points. The fonts (e.g. common sans serif fonts) should be easy for viewing from a distance. Try to avoid using more than two fonts.
- The layout should guide the viewers from one section to the next. Consider professional design software and templates (e.g. Adobe InDesign, Microsoft Publisher), or latex templates.
- Choose colors to fit a theme and you may use color theory to guide your choice. Try to avoid usage of more than 3 colors, especially highly saturated or highly contrasting colors. Use dark colors on white/pale backgrounds and light colors on dark backgrounds.
- The figures should be vector graphs (e.g. eps, pdf, svg). You may prepare your figures using Adobe Illustrator (best), PowerPoint (good), and Inkscape (free). Avoid Adobe Photoshop for pixel formats (e.g. jpeg) unless the resolution is super high. Excellent figure examples can be found from top scientific journals such as Nature, Science and PNAS.
- Make sure the layout and format are consistent throughout the poster.
- Include acknowledgements, software, and references.
- During your presentation, allow the viewers some time to read and be prepared to answer questions. Be familiar with your poster and avoid reading from the poster.
- You may prepare a short overview of your poster and supplemental handouts.
- Lots of theories are involved in designing layouts, choosing fonts/colors, preparing figures, and organizing contents. You may pick up some books or search for materials online. There are also may good free templates available from your institution or online, which you may customize to suit your project and show your personality.

Poster Awards

Experts and leaders in our field will judge and vote for best poster awards during the poster session. The award criteria include scientific merits (including significance, innovation, impact, approach, and contribution, following NIH's scoring criteria) and poster presentation (including on-site presentation/interaction, and poster design).

More information about poster awards and submissions is available at https://symposium2020.icsa.org/poster/

For more information, contact poster session chair Dr. Xi Luo (Xi.Luo@uth.tmc.edu), University of Texas Health Science Center at Houston.