

## E-poster submission

- E-posters will be emailed as attachments to [symposium2020poster@gmail.com](mailto:symposium2020poster@gmail.com) (PDF only, max file size: 10 MB).
- Recommended Poster Dimensions: Horizontal (recommended dimension: 6 ft wide x 4 ft high).
- E-posters should include your assigned conference **poster numbers** clearly visible. You can view your assigned poster number via this link [https://docs.google.com/spreadsheets/d/1RmHxlz-vALazMg-ENG8X7Zryq\\_Mbu0ZbpPqNXU9NU0/edit?usp=sharing](https://docs.google.com/spreadsheets/d/1RmHxlz-vALazMg-ENG8X7Zryq_Mbu0ZbpPqNXU9NU0/edit?usp=sharing)
- Please submit your e-posters by December 1, 2020. If you encounter challenges meeting the deadline, please email your request to [symposium2020poster@gmail.com](mailto:symposium2020poster@gmail.com).
- You will receive notifications once your posters are made viewable on the conference website. If you notice any errors or need assistance, please email [symposium2020poster@gmail.com](mailto:symposium2020poster@gmail.com) prior to the conference or contact the conference help desk during the conference.

## Live Q&A and Mixer

- Poster presenters will be assigned a live Q&A session room (shown on the conference website), grouped by theme, on Monday, December 14, 2020, 6:00 – 9:30 pm CST.
- Be prepared to answer questions from your viewers during the whole session.
- It is recommended that poster presenters prepare 3—5 brief slides to highlight your poster findings.
- Feel free to view other posters and socialize in your virtual room as this will also be a virtual mixer.

## 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 many good free templates available from your institution or online, which you may customize to suit your project and show your personality.