



## RIVER RESTORATION NORTHWEST TRADITIONAL POSTER GUIDELINES

### RRNW STREAM RESTORATION SYMPOSIUM

River Restoration Northwest organizers are making an effort to provide more people with an opportunity to present their work at the annual symposium. Presenters are encouraged to prepare traditional or electronic posters. The guidelines for Traditional Posters outlined below are intended to improve the uniformity, quality, and overall professionalism of the poster session.

Traditional posters will consist of stand-alone hard paper posters that the audience can view during the symposium to learn about the presenter's project. There will also be time set aside in the main RRNW symposium agenda to view posters. Poster authors will be required to be at their posters to answer questions during this session.

#### SIZE

All posters must be approximately 32 inches by 44 inches and placed on foam core or have sufficient hard backing for display on a standard easel.

#### DISPLAY EASELS

All presenters are required to bring their own sturdy, standard easels to display their posters. Posters are to be placed approximately chest high so that participants can easily view the content.

#### SPECIAL TRAVEL ARRANGEMENTS

For presenters traveling from out of town who would have difficulty transporting large, hard-backed boards or easels, please contact the poster session chair to discuss special arrangements.

#### FONT TYPE AND SIZE

Authors are to use a standard, readable font. Use the same font type throughout. Some suggestions are as follows.

**Title:** 72 point or larger, keep it short

**Authors' Name(s):** 48 point

**Section Headings:** 38 point bold

**Text:** 28 point

**Graphs and tables:** all numbers and letters 28 point or larger

**Graph bars and symbols:** use colors; avoid cross hatching

**Acknowledgements:** 20 to 24 point

#### PHOTOS

Photos are encouraged if they are organized and presented clearly. Photos are typically 4 inches by 6 inches or larger. Do not use photos for background.

## **COLORS/CONTRAST**

Use colors and contrast effectively. Consider using dark text on light backgrounds and bold colors sparingly to highlight specifics. Realize that people who are colorblind will be present and consider this when designing your poster presentation.

## **ORGANIZATION**

The posters are to be organized like other professional presentations with an (1) Introduction, (2) Body, and (3) Closing. The typical elements of the poster include:

|                            |  |
|----------------------------|--|
| <b>Title:</b>              | Should be short and fit across the top of the poster on one line<br>Authors' names and affiliations appear below the title |
| <b>Introduction:</b>       | Clearly state the objectives of your project   |
| <b>Methods:</b>            | Clearly state your approach and methods  |
| <b>Results:</b>            | What happened? What did you do? What did you learn?  |
| <b>Conclusions:</b>        | Provide some bullets of the main conclusions of your project   |
| <b>Acknowledgements:</b>   | If appropriate   |
| <b>Column Arrangement:</b> | Use two or three columns so material flows from top to bottom and left to right. Leave space between columns.              |

## **TITLE SLIDE**

Each presenter is required to provide the Poster Session Chair a title slide for their poster prior to the symposium. The slide must be in PowerPoint and include the full poster title along with all authors and their professional affiliations. This title slide will be used to introduce the symposium audience to the poster session.

## **AUTHOR'S PRESENTATION**

The symposium agenda will include a specific time for the poster session. During this time period, the poster authors are to be available at their poster to answer questions from the audience.

## **ABSTRACT**

The abstract that was submitted for consideration will be printed in the symposium program.

## **WEB SITE**

Following the symposium, RRNW may post the title slide, abstract and/or pdf of the poster for each presentation on the RRNW web site, depending on space limitations. If the presenter would like RRNW to consider placing an image of their final poster on the web site, a copy of the final poster in PDF format should be given to the session moderator.

## **SECURITY**

The poster room will be locked every night. Individual presenters may leave their posters in the locked poster room until you are asked to remove them as noted below.

## **SET UP/TAKE DOWN**

You will be notified of the specific dates and times to set up and take your posters down prior to the symposium