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:

Title: Should be short and fit across the top of the poster on one line
Authors' names and affiliations appear below the title

Introduction: Clearly state the objectives of your project

Methods: Clearly state your approach and methods

Results: What happened? What did you do? What did you learn?

Conclusions: Provide some bullets of the main conclusions of your project

Acknowledgements: If appropriate

Column Arrangement: 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.