POSTER PRESENTATION INSTRUCTIONS
2013 Spring Conference on Correctional Health Care
April 20-23, 2013 Denver, Colorado

MATERIALS ON SITE

1. The poster board surface is approximately 4’ high x 8’ wide.
2. Pushpins will be available in the poster area

PREPARATION OF POSTERS

1. The poster title
2. The authors
3. Your institution

The lettering for this section should be at least 1” high. A copy of your abstract, in large typescript, should be posted in the upper left-hand corner of the poster board. Do not mount illustrations on heavy board because these may be difficult to keep in position on the poster board.

TIPS ON CREATING POSTERS

1. Take into consideration that your illustrations will be viewed from a distance of 3’ or more. All lettering should be at least 3/4” high, preferably in a bold font.

2. Charts, drawings and illustrations might well be similar to slides, preferably in less detail. Try to keep everything as simple as possible; avoid arty or overly ornate presentations - block coloring can be useful here to add emphasis and clarity. Captions should be brief.

3. It helps the viewer a great deal if you can indicate (by numbers, letters, and arrows) a preferred sequence that might be followed in studying your material.

4. Ideally, your poster should be self-explanatory so that you are free to supplement and discuss particular points raised by inquiry. The poster session potentially provides a more intimate forum for informal discussion than the regular paper presentation, but this becomes difficult if you are obliged to devote most of your time to merely explaining your poster to a succession of visitors. You might also find it useful to have on hand a tablet of sketch paper and suitable drawing materials. PLEASE DO NOT WRITE OR PAINT ON THE POSTER BOARD.

5. You may find it useful to prepare copies of a long (300 words) abstract that members of the audience can read before discussing your research, and that they can keep for future reference.

SET UP & DISMANTLE

All Poster Displays must be set up on Sunday April 21, 8:00am – 2:00pm.

Posters must be dismantled on Monday Tuesday April 23, 11:15am – 2:00pm.

PROJECTION EQUIPMENT AND ELECTRICAL OUTLETS WILL NOT BE PROVIDED AND ARE NOT ALLOWED IN THE POSTER SESSION AREA.

PRESENTATIONS

Posters will be set up near Exhibitor Table Tops. We encourage you to be near your poster during all Exhibit hours, which will be the time conference attendees will be viewing your poster.

Exhibit hours are:
Sunday April 21:
    Exhibit Hall Opening Reception  5:00 pm to 6:30pm
Monday April 22:
    Exhibit Hall Refreshment Break   9:15am to 10:30am
    Exhibit Hall Lunch             11:45am – 1:00pm
Tuesday April 23:
    Exhibit Hall Refreshment Break  9:15am – 11:00 am

If you should have any questions, please do not hesitate to contact Kris Mayo at  krismayo@ncchc.org or 773.880.1460 x 286.