

## Poster Guidelines

### General Information

The Poster Hall for BCVS 2018 is located in the **Texas Ballroom D/E/F** at the Grand Hyatt San Antonio Hotel. A poster presentation consists of a visual display of research highlights on a fiberboard background combined with an interpersonal question and answer period. The content of an effective poster presentation should be direct, focused, and concise.

In addition to the traditional poster format, poster abstract presenters will be invited to upload their posters electronically. Each poster board will have a **QR code tag** that will allow attendees to view poster information through their smart phones and listen to the author's discussion of the study through a pre-recorded audio/video file. Additional information will be sent to presenters in June.

**REMINDER!** Please include all authors' disclosure information in your poster. Please ensure that it is visible to attendees viewing the poster.

### Poster Presenter Guidelines

- Poster set-up times are noted below. Investigators are required to be available for a specified period of time to discuss methods and results with interested visitors and colleagues. Your notification letter provided the dates and times of your presentation.
- The poster should remain in place for the entire time of the scheduled poster session.
- The poster board number should correspond with the pre-assigned number printed in the final program and provided in your notification letter.
- The final conference program (which will be included on the conference Web site and distributed at the conference) will include the detailed information for each abstract presentation.
- It is essential that you remove your materials immediately after the end of your presentation time because the room will be cleared at that time to make room for the next session or other conference activities. If a poster is not removed at the end of the poster period, the AHA staff will assume that the presenter wants the poster material discarded.
- Failure to present deprives the audience and leaves a space in the program that might have been filled by another presenter. Due to the competitive nature of the program, any unexplained absences may result in the American Heart Association refusing to consider your abstracts at any future meetings.

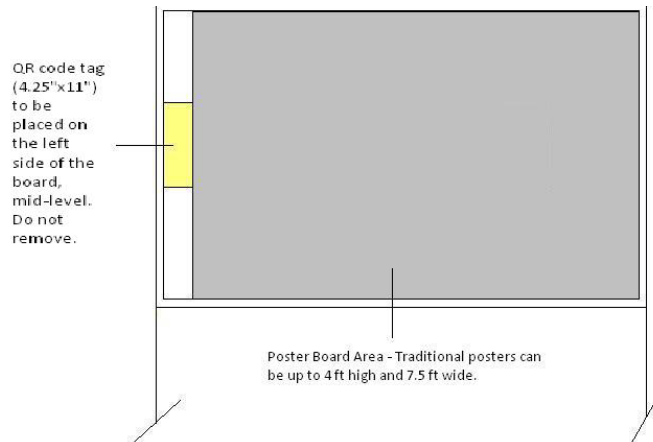
Poster Session Date	Set-up Time	Presentation/ Attendance Time	Tear-down Time
Poster Session 1 Mon, Jul 30	Mon, Jul 30 Noon -- 4:00 PM	Mon, Jul 30 4:40 – 7:00 PM	Tues, Jul 31 before 9:00 AM
Poster Session 2 Tues, Jul 31	Tues, Jul 31 Noon -- 4:00 PM	Tues, Jul 31 4:30 – 7:00 PM	Wed, Aug 1 before 9:00 AM
Poster Session 3 Wed, Aug 1	Wed, Aug 1 Noon -- 4:00 PM	Wed, Aug 1 4:30 - 7:00 PM	Thurs, Aug 2 before 9:00 AM

## **Publication**

- All accepted abstracts will be printed in the final program to be distributed at the conference, and will be published in the August online edition of *Circulation Research* exactly as submitted
- Requests for withdrawal of an abstract must be received in writing by May 17, 2018 to avoid publication in the Final Program and on the web.

## **Poster Preparation Guidelines**

Poster boards are 4 ft high x 8 ft wide (1.2 m high x 2.4 m wide) less a 2 in (5.1 cm) frame on all four sides. The surface is fabric-covered fiberboard contained in a 2 in (5.1 cm) wide **Note: a 4.24 inch x 11 inch card (10.8 cm x 27.9 cm) card containing your poster's QR code will be placed on the left side (mid-level) of the board. Please do not cover this card.** See poster frame photos below:



Your presentation should contain succinct headings that organize and logically display the information. Graphics should be explicit and brief. Elaboration is best done verbally just as if it were an oral presentation using slides. A short and legible "Introduction" and a "Summary of Conclusions" are essential.

The poster display should focus on:

- Hypothesis or Objective
- Methods
- Results or Outcomes

All illustrations (figures, tables, diagrams, equations, etc.) should be final before arriving at the Poster Hall. Keep text and figure legends explicit and brief. Illustrations must be read from distances of approximately 4 ft (1.2 m) to 6 ft (1.8 m). Charts, drawings and illustrations should be similar to those you would use in making slides.

Pushpins will be provided to mount your poster materials. Do not mount your materials on thick poster board as it may be too heavy for pushpins. Scissors, tape, Velcro and felt-tip pens will be available in the poster area for your use. Do not write or draw on the fiberboard or use adhesive putty.

**DESIGN, MATERIALS AND PRODUCTION:** A poster is basically an artistic expression of scientific data. Posters usually have eye-catching- yet simple-drawings, diagrams, graphs and/or photographs with clean and attractive layouts.

### **Sources for Design and Production**

- Art department-your institution
- Commercial art schools
- Commercial-artists
- Graphic designers
- Advertising agencies

### **Background Materials**

- Color sheets and film overlays
- Matte and glossy surfaces, most self-sticking brands - Pantone color paper, Pantone color/tint overlays, chartpak
- Hot press illustration board - very smooth, less absorbent surface than regular grade

### **Printing and Drawing**

- Color keys
- Computer systems that are capable of generating large, readable type
- Professionally set type
- Press type (rub on)
- Geotype, Letraset, Chartpak, Formatt
- Border tape (rub on) Same brands as above

### **Readability of Posters**

Poster sessions are viewed by a large audience. To accommodate a group at a single poster presentation, the size of the lettering (type) must be large enough to be legible at a distance of approximately 6 feet (1.8m). The 6 best color combinations to use are listed below. Remember the key is choosing contrasting colors and shades. Simple use of color can add emphasis effectively.

- Black on white
- Red on white
- Green on white
- Blue on white
- White on blue (no diazo)
- White on black

Choose a typeface that is simple and clear. The weight of the type chosen (the thickness of each letter) should be medium or bold. The actual size of the type is measured in "points." Below are examples of type size for viewing at various distances.

To be legible at:	Use:
6 feet	30 pt.
10 feet	48 pt.
12 feet	60 pt.
14 feet	72 pt.