Guidelines for Poster Presentations

The following guidelines are designed to ensure the most effective presentation of student/faculty research during library hosted poster presentations.

1. Poster presentations should include the following content:
   - project title
   - presenter's name
   - department/institution
   - project description
   - findings
   - documentation
   - funding source

2. The Office of Research will provide **tables and easels** (only) suitable for the placement of posters **no larger than 40" x 60"**.

3. The posters must be attached to foam board so they will sit on the easel.

4. Presenters must be in attendance during the time of the poster session to answer questions.

5. Please notify Suzanne Barham (x5378) if you will need electrical connections for your presentation.

6. It is the responsibility of presenters to make all arrangements for necessary computer or media equipment.