Guidelines for Poster Presenters

Time and Location:
Poster Sessions will take place on April 2nd, 2019 in the Reitz Union Grand Ballroom (2nd floor). There will be two sessions:

- Poster Session A: 10:00 AM - 11:45 AM
- Poster Session B: 12:45 PM - 2:30 PM

Poster Instructions:
- Electronic posters can be created in a variety of computer software programs, including Adobe Illustrator and Microsoft PowerPoint.
- **Your poster should fit a 48” x 36” (W x H) poster board.** A public poster printer in the CIRCA lab (adjacent to Marston Library) can be used with a service fee.
  - Information about pricing can be found here: [https://labs.at.ufl.edu/about-at-labs/printing-prices/](https://labs.at.ufl.edu/about-at-labs/printing-prices/)
- If you would like guidance on how to create and present a poster effectively, you can register for and attend a free seminar on March 20th 2019 from 3:30-4:40 pm. Information on the seminar and how to register can be found here: [http://graduateschool.ufl.edu/about-us/events/spring-2019-professional-development-series/#d.en.568522](http://graduateschool.ufl.edu/about-us/events/spring-2019-professional-development-series/#d.en.568522)
- A week before the event, you will receive an email with your assigned session (A-morning or B-afternoon) as well as your poster number. You can also find your poster number in the event agenda and in the poster list adjacent to the registration desk on the day of the event.

The day of the event
- All posters, regardless of session, must be set up between 9:00am and 9:45am.
- Presenters need to stand by their posters during their allocated time 10:00am – 11:45pm (Session A) or 12:45pm – 2:30pm (Session B) for poster discussion and judge evaluation.
- Only one presenter is permitted per poster. If you have several co-authors, only one author (i.e., the principal author or co-author) will be allowed to present.
- Posters must be removed by 4pm. Posters left in the Grand Ballroom after that time will be discarded.
Poster Competition:
The Graduate Student Research Day Poster Contest is open to all students at UF from all disciplines. Posters will be judged on the overall appearance, intellectual merit (research is complete and innovative), broader impacts (such as benefits to society and connections outside of the discipline of study), as well as the ability of the presenter to explain the poster orally to a broad audience and answer questions. Selected faculty and post docs will judge posters during the Poster Session. Participants are encouraged to review the judging rubric to understand judging criteria. It is not mandatory to participate in the poster contest; you may indicate your desire to not participate in your registration form. If you submitted your registration indicating that you wanted to participate, but changed your mind, contact Matt Conlin at conlinm@ufl.edu.

Poster Awards:
The contest results will be announced at 3:00 PM on April 2nd in the Reitz Union Grand Ballroom during the Graduate Student Research Day Awards Ceremony. The winning posters will receive a financial award that can be used for research related travel and/or lab supplies.

Questions?
Email Matt Conlin at conlinm@ufl.edu with any questions.