



International Perspectives on Evaluation of PPI in Research

Poster Presentation Guidance

Presentations need to be accessible to all conference delegates. With this in mind please refer to the following guidelines when preparing your poster:

Information for preparing posters

Each poster will be allocated one board that will accommodate a **PORTRAIT** style poster of **MAXIMUM size A0** (84.1cm width x 118.9cm height / 33.1inches width x 46.8inches height). Please ensure that your poster is no bigger than this. Velcro fixing strips will be provided.

- Make sure your poster has clear headings and is organised logically
- Include a clear summary in the form of a bullet point list of key issues
- Do not put too much information on your poster – less is best!
- Use plain English and short sentences
- Avoid acronyms, technical terms and jargon
- Ensure a contrast between the font and background colour, for example black text on a white background
- Using illustrations or graphics, for example pictures or diagrams, can really help get your message across but keep them simple
- Illustrations or graphics need to be able to be understood from distances of approximately 4 feet.
- Your poster needs to be large enough to be read from a reasonable distance.
- A minimum type size of 20 point is recommended, but is much easier for people if the text is larger than this (see below for type size examples)
- You could bring A4 printed copies of your poster for delegates to take away
- Please ensure that you bring your poster with you to the conference!

Please spend some time standing next to your poster during the lunch and coffee breaks so delegates can ask you questions about your work.

Examples of type size for viewing at various distances are as follows:

To be legible at:

Use:

4 feet

20 point

M

8 feet

30 point

M

10 feet

48 point

M

12 feet

60 point

M

14 feet

72 point

M