



SOTA POSTER PRESENTER GUIDELINES

SESSION INFORMATION

The **Zip Talk and Poster Sessions** will take place in a central location where you will have plenty of time to set up prior to your zip talk.

There will be multiple poster sessions this year. Please check the agenda to see which one you will be in. You will receive additional instructions on when to put your poster up and when to come and collect it.

Here is what you can expect:

- You will be provided with an easel and foam core for your poster.
- You may place your poster on the easel, and we will tack it to the foam core for you, or you can do this part yourself.
- Conference staff will be available for assistance.
- A microphone will be available during the Zip Talks.
- Following the zip talks the audience will circulate the room, so please stay by your poster during this time.
 - The audience may ask specific questions, or you may go more in depth on your poster topic.
 - If you have business cards, this would be the time to hand them out.

PREPARING FOR YOUR TALK

You should be prepared to give a 2-minute "zip talk" that explains the purpose and takeaways of your poster.

- No slides will be allowed.
- An alternate presenter can deliver your zip talk if needed for accessibility.
- There will be a strict time limit.

PREPARING YOUR POSTER

Your poster should include a title, author(s), research question or brief description, applicable data (analysis, method, results), and a conclusion.

- It should also include photos or other visuals that support your poster's topic and data
- Your poster should measure 2 ft by 3 ft. We have included a PowerPoint template with the correct sizing, or you can follow these instructions below:
 - Create a one-slide PowerPoint presentation
 - Go to File>Page Setup and enter a width and height of 24" high x 36" wide.
 - [Additional tips and guidance from NYU](#)
 - [Additional tips and guidance from University of Alabama](#)