**GUIDELINES for POSTER PRESENTATIONS**

A poster comprises one or more panels of text, tables, graphics, photographs, and other visual aids, which deals with a defined topic with a minimum of language and a maximum of visual information.

**Preparing the poster:** The poster should be eye-catching, scientifically sound, brief, clear, and should have text, tables/graphs, photographs/maps, etc.

36”

**Poster size:** 36 (91.44 cm) x 48 inches (121.92 cm), vertical orientation

48”

**Note: Please follow size guidelines so your poster will fit in the display board.**

**Words/wording:** All posters should be in English. In general, use capital and lower-case lettering for the text, table and figure titles of the poster. Choose a type face that is a serif (with shaped letters, that have "tails," "feet," and other shape lines that assist the reader in recognizing them easily) type. Do not use more than three type faces in the poster. Use them consistently for the same purposes (e.g., titles, text, notes).

**Color and texture:** It is very important to use color and texture effectively. A matte or textured surface for panels is generally preferable to a glossy finish, because the glare of some types of lights can make a glossy surface difficult to read or view. A vivid color used for backing the individual panels can be very effective; it can be coordinated with one of the primary colors used in the poster presentation (e.g., the color of the bars on the graph). Note: The display board will be in plain white color.

**Spacing:** Using as much of the space as possible for the poster and as little as possible for the accompanying material (title strip; acknowledgements section) is wise. However, the title strip must be prepared in sufficiently large type to be seen from the entrance so it is visible as people enter the room. In general, people can read letters that are 2 inches high from a distance of 30 feet.

IMPORTANT INFORMATION FOR POSTER PRESENTERS

Poster presentations will be set up in the designated area at the 1st floor lobby of the Grand Savero hotel in Bogor. Display stands will be erected in this area.

\*\*Please drop off your poster at the conference registration desk on **Tuesday (25 July) anytime from 1:30 to 5:00 pm.** The conference secretariat will set up the posters on Tuesday evening. The posters will be arranged in two groups as follows: quality or process improvement projects and health intervention or HAPPS projects.

Poster viewing time is from **10:30 AM to 12:00 Noon** on **Wednesday,** **July 26**. Poster presenters should be beside their posters during these times to answer questions from viewers.