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Digital Poster Presentation Requirements

Tips for Digital Poster Presentations (Best Practice Recommendations):

- Include the poster title, author(s) name, and the institution where the work was completed, in large letters centered at the top of the poster. Include the address, phone number and email address.
- Present your poster sections in a methodical sequence so that others can follow the logic of your presentation. A good method is setting up your poster in a column format so that individuals interested can read your poster, first vertical, then top to bottom, and then left to right.
- Use a type size that can be read easily from a considerable distance (4 feet or more). Try using a type between 14 – 20 pt. The title should be larger than the rest of the text. Select a legible font such as Times New Roman, Arial, or Helvetica. The poster pixel size will be 720 x 1280. The posters will be displayed on digital screens larger than 40 inches. Please keep this in mind while sizing and spacing your text and images.
- Posters should stimulate discussion, not give a long presentation. Therefore, keep text to a minimum, emphasize graphics, and make sure every item in your poster is necessary.
- Space your information proportionally: divide your poster either horizontally or vertically into three or four sections, and place your materials within those spaces. (Examples and tutorial links are provided below).
- Please provide a digital copy of your poster via email (in Power Point format) no later than **August 15, 2014**. Please send as an attachment to info@DoctorsofNursingPractice.org.
- Handouts of your poster presentation are strongly recommended for distribution to interested conference attendees. Provision of these handouts is your responsibility.

Here's some information to help you prepare for the conference:

- All presenters (breakout session podium presenters, panelists, and poster presenters) must register for the full conference. A discounted rate is available. Failure to register forfeits your presentation.
- A block of rooms has been reserved for this conference at a discounted rate until sold out.
- The presenters that attend the conference must complete a biographical information and Conflict of Interest form. Completed forms must be received by the deadline in order to be scheduled as a presenter. **The deadline to receive the Bio/COI forms is March 15, 2014.**
- Evaluations by conference attendees will be electronic. After completion of the evaluation process, a Certificate of Attendance will be immediately accessible to the registrant. Feedback information will be compiled and send to each presenter (podium, panel and poster).
- The presenter must provide any handouts. The conference organizers will not provide copies of handouts for conference attendees.

- Internet access may not be available for presentations. Do not rely on access to the Web for your presentation.

Poster Presenter Information:

Conference planners have designated times for poster presentations. Please see the conference schedule page for times dedicated to poster presentations. The following schedule reflects the times you will be expected to personally appear to discuss your work and respond to any questions.

- Setup for Poster presenters begins (exact dates and times to follow):
 - **Wednesday October 8, 2014**
 - * During late morning registration (Pending), Between breakout sessions (Pending), During the later afternoon / evening reception **Printed handouts are strongly recommended**
 - **Thursday October 9, 2014**
 - * During the morning registration before the plenary sessions (Pending), Between sessions in the morning (Pending), After the lunch break / sessions (Pending), Between breakout sessions (Pending) **Printed handouts are strongly recommended**
 - **Friday October 10, 2014**
 - * During the morning registration before the plenary sessions (Pending), Between sessions in the morning (Pending), After the lunch break / sessions (Pending), Between breakout sessions (Pending) **Printed handouts are strongly recommended**

Additional assistance with poster presentations:

Though we anticipate that everyone has the skills and talents needed to develop and present a professional scientific poster, we've received requests for assistance in developing posters in the past. Please review these sites if desired. Some provide templates that may be helpful. These sites are optional support to be used at your discretion.

- [Poster Guide for Clinical Innovations](#)
- [Designing Scientific Posters](#)
- [University of Delaware](#)
- [Makesigns.com](#)
- [Bandwidth: Communications Resource](#)
- [Poster Presentations.com](#) (includes downloadable templates)
- [Harvard Power Point Templates for Scientific Posters](#)

The conference organizers are honored to have you and your colleagues present at this year's Doctor of Nursing Practice conference. We hope that the above recommendations are helpful in your preparation.