



HBM2011 Poster Guidelines

The following guidelines are designed to assist in your preparation for your poster presentation at the 17th Annual Meeting of the Organization for Human Brain Mapping in Quebec City, Canada, June 26-30, 2011.

Preparing the Poster

An effective poster is self-contained and self-explanatory. Viewers can proceed on their own while leaving the author free to discuss points raised in inquiry. An effective poster balances figures and texts and is not a page-by-page printout of a journal paper or a slide show.

Poster sessions offer a more intimate forum for discussion than a slide-based presentation but discussion becomes difficult if the author must explain the poster to a succession of viewers. Unlike slide-based presentations, time spent at a poster presentation is determined by the viewer, not the author.

Planning and Layout

Poster boards are 8 ft (242 centimeters) high by 4 ft (121 centimeters) wide. Consider organizing illustrations and text using a grid plan. Because poster sessions can be crowded, it is best to present your material in columns (vertically), instead of rows (horizontally), so that viewers do not have to cross back and forth in front of each other to read the poster.

Title

Prepare a banner for the top of the poster indicating the abstract title, author(s), and affiliation(s). Lettering should be about 1.25" high for the title, 0.75" high for the author's names, and 0.5" high for affiliations. The audience will be standing from three (3) to six (6) feet away from the poster, so the lettering should be easily legible from that distance.

Figures

Please design figures for viewing from a distance and use clear, visible graphics and large type. Colors are effective if used sparingly; use dark colors on white or pale backgrounds and light colors on dark backgrounds. Indicate figure sequences with numbers or letters at least one inch high. Each figure or table should have a heading of one or two lines in very large type stating the "take-home" message.

At the Meeting

Please [click here](#) to download the 2011 Poster Listings.

Poster Display

Each poster will be displayed for two days. The letters in the column "Display Days" of the Poster Listings indicate the days in which the poster is to be displayed.

MT = Monday, June 27 and Tuesday, June 28

WTh = Wednesday, June 29 and Thursday, June 30

Set-Up Time

Please set up your poster from 8:00 – 9:00 on the first day your poster is to be displayed. Monday and Tuesday presenters should setup their posters from 8:00 – 9:00 on Monday morning. Wednesday and Thursday presenters should setup their posters from 8:00 – 9:00 on Wednesday morning. Pushpins will be provided in the poster area to mount your poster.

Poster Stand-By Time

Poster Numbers are listed in the second column of the Poster Listings.

For Monday and Tuesday posters, even numbered posters will stand-by on Monday, June 27 and odd numbered posters will stand-by on Tuesday, June 28.

For Wednesday and Thursday posters, even numbered posters will stand-by on Wednesday, June 29 and odd numbered posters will stand-by on Thursday, June 30. See daily poster stand-by session times below.

Daily Poster Stand-By Session Times:

Monday, June 27: 13:00 – 15:30 (even numbers)

Tuesday, June 28: 13:15 – 15:45 (odd numbers)

Wednesday, June 29: 13:15 – 15:45 (even numbers)

Thursday, June 30: 10:30 – 13:00 (odd numbers)

Poster Schedule Examples:

1. Poster # 344 MT: Poster will be displayed on Monday and Tuesday. Poster stand-by time is Monday from 13:00 – 15:30.
2. Poster # 685 WTh: Poster will be displayed on Wednesday and Thursday. Poster stand-by time is Thursday from 10:30 – 13:00.

Presenting authors are required to stand-by their poster during their assigned time (authors can also elect to stay longer). Due to the large volume of posters, OHBM is unable to accommodate requests to move posters to a different session. Any author on the abstract is eligible to present at the meeting. Presenters should post a message on their board if they are absent for an extended period of time during assigned sessions. It is essential that authors be available at the poster throughout their assigned session. Attendees expect authors to be willing to engage in dialogue about the work displayed.

Poster Reception

In addition to your stand-by time, you are also asked to be present during the 90-minute poster reception at the end of your second assigned day. All Monday and Tuesday presenters will have a poster reception on Tuesday, June 28 from 18:00 – 19:30. All Wednesday and Thursday presenters will have a poster reception on Thursday, June 30 from 17:00 – 18:30.

Poster Teardown

Please remove your materials promptly following the poster receptions. Monday and Tuesday presenters should remove their posters by 20:30 on Tuesday night. Wednesday and Thursday presenters should remove their poster by 19:30 on Thursday night. **IMPORTANT! Posters not removed by the end of the teardown time will be recycled!**

Cancellation

If extraordinary circumstances require withdrawal of a paper, please notify the OHBM Executive Office at info@humanbrainmapping.org as soon as possible.