



STFM Conference on Medical Student Education

January 30–February 2
Hyatt Regency–San Antonio, TX

Poster Presenter Information

Poster Hall: Rio Grande Ballroom

Find the date and time for your Poster Presentation(s) at
<https://www.stfm.org/conferences/generalinformation/msearchives/>

STUDENT SCHOLAR POSTERS: All posters should be left up on Friday AND Saturday

Friday, January 31 Dedicated Posters

SET-UP & TAKE-DOWN SCHEDULE:

Set-up: Friday, January 31; 7 am–9:30 am

Take-down: Friday, January 31; 3 pm–4:30 pm

Saturday, February 1st Dedicated Posters

SET-UP & TAKE-DOWN SCHEDULE:

Set-up: Saturday, February 1; 7 am–9:30 am

Take-down: Saturday, February 1; 2:45 pm–4 pm

- Please have your materials posted by 9:30 am on Friday and on Saturday before the morning refreshment break.
- Please **remove** your poster materials at the conclusion of the afternoon refreshment breaks on each day.

PRESENTATION LOCATION & SCHEDULE:

Dedicated Hours: Friday, January 31; 9:40–10:40 am

Presenters are welcome (but not required) to staff your poster during the afternoon break on Friday, before removing your poster materials.

Dedicated Hours: Saturday, February 1; 9:30–10:30 am

Presenters are welcome (but not required) to staff your poster during the afternoon break Saturday, before removing your poster materials.

REMINDER SCHOLAR POSTERS: All posters should be left up on Friday AND Saturday

Poster Space/Dimensions:

Posters boards are 4 ft high by 8 ft wide and covered with felt. You may use Velcro or push-pins to affix your poster materials to the board. Your poster does not need to be printed at a specific size; the only restriction is that it should fit

within the poster board. Note, the conference does not provide audio/visual or electricity for posters. All poster presenters will need to print their own posters.

Staffing & Presenting Your Poster:

Please plan to staff your poster display during the dedicated times listed above. Poster presenters are not required to staff their poster during educational session times.

NOTE: STFM is not responsible for removing or storing poster materials. Poster presenters should remove their posters immediately following the afternoon refreshment break, on your respective presentation day.

Questions? Please contact Sydney Brown at 913-800-3970, or Email sbrown@stfm.org.

We look forward to seeing you at the conference!

Poster Presentations: Helpful Hints & Reminders

Poster sessions provide an opportunity for direct, personal communication with your peers.

Presentation Instructions

Each poster will receive a number. Your poster number can be found in the conference mobile app or online at, <https://stfm.org/conferences/generalinformation/msearchives/>

Posters will be displayed on tack boards, covered with felt, that are 4-ft high by 8-ft wide.

Preparation Instructions

- The full title of your presentation and the names of all presenters should appear at the top of your display. Fonts for this information should be at least 1" high. Your audience will stand 3-6 feet away from the poster, and your text should be easy to read at that distance.
- Your display should be arranged in a logical, coherent manner. A large size font should be used to produce approximately 3/8-inch lettering. Make sure illustrations and/or charts are easily read from a distance as well.
- Keep your poster neat and with some open space. If you try to crowd too much material on your display, it will appear cluttered and can be difficult to read.
- Handouts are encouraged to provide additional information or to summarize key points in your presentation. We suggest you bring 40 copies.
- The conference will not provide audio/visual equipment or electricity to posters. If you plan to use your laptop/tablet for part of your poster presentation, we advise that you have a fully-charged battery in your device for each presentation time slot.
- The conference will provide either push-pins for displaying your poster.

POSTER BOARD “EXAMPLE” PHOTOS:



4' x 8' Posterboard – double-sided

