



# International Seating Symposium

**April 13-15, 2023 • [seatingsymposium.us](https://seatingsymposium.us)**

**David L. Lawrence Convention Center Pittsburgh • PA • USA**

## Poster Guidelines

Knowing your audience and keeping the information on the poster clean, easy to read, and understandable makes an effective poster.

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### General Guidelines

- Authors are responsible for preparing and transporting their posters to and from the poster session location.
- Any cost associated with producing the poster is the responsibility of the author.
- **Authors are responsible for mounting their material at least one hour before the session's opening and removing it within 30 minutes after the session closes. Please bring any supplies, such as push pins, pens, etc., that you may need to mount/display your poster.**
- Authors may wish to bring extra copies of the poster text and small printed copies to hand out to interested viewers. The author may also want to provide printed contact information should viewers have additional questions.
- All materials and content in the poster must follow the [University of Pittsburgh Speaker's Code of Ethics](#).

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### Layout Specifications

- The poster must fit on a 4' high x 8' wide board area. The poster does not necessarily have to fill the entire working area.
- **A good working size for the finished poster is 3' high x 6' wide.**
- The poster must be oriented in the "landscape" position.
- Your poster title, name, and organization (including the organization's location) should be positioned at the top of the poster in the center.
- Use a Western design style for the poster layout. Start the poster content in the upper left side to be read left to right and top to bottom.

## Best Practices

- The basic layout for an informational poster should consist of four main parts:
  - Title or main heading
  - Introduction or objectives
  - The main body of information or development of research
  - Conclusion and contact information
- Ensure the title/main heading is the most prominent block of text on the poster (centered at the top of the poster).
- Don't use all capital text in your title or poster body (ALL CAPS text is hard to read).
- Use three to four columns for the content of the poster.
- Make sure the different sections of the poster are easily recognized and use simple headings for each section.
- Use the "less is best" guide:
  - Limit the number of graphics, charts, and images on your poster.
  - Limit the number of colors and use colors that display high contrast (some viewers may have limited vision).
  - Limit the number of different fonts used.
- The reader should be able to read all the information on your poster in under three minutes.
- White space is your friend. Use it for a visual break in your information and to make it easier for the viewer to read.

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## Questions & More Information

Please get in touch with the RST CE Team with additional questions at:

**[rst\\_ce@pitt.edu](mailto:rst_ce@pitt.edu)**

Visit the ISS 2023 website at:

**<https://www.seatingsymposium.us/>**