Air & Waste Management Association

Guidelines for Annual Conference & Exhibition Poster Presentations

- You will be assigned a station at the conference that has a poster board. Your station will be identified by a label that includes your control number and additional identifying information (title, author names, etc.)

- The size of the board will be approximately 4’-high-by-8’-wide (one side of a two-sided board). There are no specific size requirements, but your poster should fit within the size of the board. Therefore do not exceed a size of 4’ x 8’.

- Include in your poster a top panel that lists the title of the poster, the abstract, and the names and affiliations of all authors, as well as the conference title and dates.

Sample:

- Keep the figures and tables simple. All lines should be heavy and dark. Symbols, letters, and numbers on figures and tables should be large enough to be seen six feet away. Number and arrange illustrations and tables in the sequence in which they will be viewed. Do not use copyrighted images unless you can document that you have obtained permission to do so.

- You may use color in your display to add emphasis.

- A strong poster should be able to describe the research in only a few minutes. Thus, minimize text and tables and maximize pictures, figures, schematics, graphs, etc.

- A&WMA will supply pushpins to affix your presentation to the poster board. If you prefer to bring Velcro, both sides are necessary.

- Please refer to conference communication for poster set-up and tear-down dates/times, as well as times you should be at your poster, available for questions and discussion. After the final poster session, please remember to remove your poster. Unclaimed posters will be discarded.

- If you would like to have a document that can be referenced in the proceedings you must also submit an Extended Abstract or Full-Length Paper.