FORMATTING YOUR POSTER

POSTER SIZE
You will be provided a poster board that is 4 feet high and 8 feet wide. **Suggested size:** 4 feet high x 6 feet wide  
**Minimum size:** 3 feet high x 5 feet wide

APTA will provide push-pins. Electrical outlets and audiovisual equipment are not available in the poster area.

REQUIRED ELEMENTS

Your poster was selected on the basis of the abstract you submitted. Your poster should be an expansion of, not a departure from, the content of the abstract. Required elements for all posters:

- Include the **title, name(s)** and institutional **affiliation** of the author(s), and the name and **location** of the **institution or facility** at which the work was performed (font should be at least 1 inch high)
- Use charts, graphs, diagrams, or photographs
- Minimize words
- Keep it **organized** and match the presentation to the **flow** of the poster
- Place your most significant findings at eye level
- Print size should allow the poster to be read from a distance of six (6) feet
- Use **color** and keep it visually stimulating
- Avoid reflective, plastic-coated paper
- Provide information on all topics included in the abstract:

RESEARCH REPORTS

- **PURPOSE** of the study
- **BACKGROUND & SIGNIFICANCE** to physical therapy practice
- Number and characteristics of the **SUBJECTS**
- **METHODS & MATERIALS** used in the study
- Statistical **ANALYSES** used
- **RESULTS** of these analyses
- **CONCLUSIONS**
- **FUNDING SOURCE**

SPECIAL INTEREST REPORTS

- Identify the concept, device, or product that makes it **UNIQUE & INNOVATIVE**
- **PURPOSE** of the project
- **FOUNDATION** of the underlying theory
- **DESCRIPTION** of methods, materials and principles and how they were developed and used
- **OBSERVATIONS** of reactions and responses
- **CONCLUSIONS**
- **FUNDING SOURCE**

THEORY REPORTS

- **THEORY**
- **PHENOMENON**
- **PURPOSE** of the project
- **EVIDENCE** or experience that supports the theory
- **TESTABLE HYPOTHESES**
- **IMPORTANCE** of the theory
- **FUNDING SOURCE**
TEXT – adapted from the Society for Neuroscience

Each figure or table should have a heading of one or two lines in very large type stating the "take-home" message. Additional essential information can be provided below in a legend set in 16 point or larger type.

Minimize narrative. Text that would normally appear in the body (Results and Discussion) of a manuscript can be integrated in figure legends. It should describe concisely not only the content of the figure but also the conclusions that are derived. Details of methodology should be brief and should be placed at the end of each legend.

Use large type in short, separated paragraphs with unjustified (ragged right) margins. Numbered or bulleted lists are effective ways to convey a series of points. Do not set entire paragraphs in uppercase (all capitals) or boldface type.

Arrange information in columns rather than rows. It is easier for viewers to scan a poster by moving systematically along it rather than by zig-zagging back and forth in front of it. An introduction should be placed at the upper left and a conclusion at the lower right, both in large type. It is rarely necessary to post a copy of the abstract.

PRINTING AND TRANSPORTING YOUR POSTER

The increasing availability of 36"- and 54"-wide inkjet printers and page-layout software permits economical production of effective and attractive posters on a single sheet that can be transported to the meeting either in a poster tube or carefully folded (accordion-style in the long dimension, then once in the short dimension) to fit in a carry-on suitcase. For PowerPoint generated or single panel posters, size your poster slightly smaller than the board size to facilitate spacing your poster on the board. Should you want to ship your poster, please contact the hotel where you are staying for shipping instructions.

YOUR PRESENTATION

Poster presentations of research related to the design, uses, or effects of commercially available equipment and products are permitted. However, the promotion of products, services, or employment settings is not permitted. APTA reserves the right to suspend any poster presentation on-site that, in the judgment of any member of the NEXT Conference Work Group or the staff liaison to the Work Group, fails to adhere to this limitation.

Research involving human or animal subjects should acknowledge compliance with any regulations concerning such studies that exist in the state and/or country where the study was completed. If photographs of patients are used in the poster, permission for this use should be secured by the presenter and appropriate steps taken to protect the privacy of the patient.

SCHEDULED TIME FOR DISCUSSION

Presentations are scheduled by category for:

Thursday, June 28, 2018 from 11:00 am – 1:00 pm OR Friday, June 29, 2018 from 11:00 am - 1:00 pm (the schedule will be posted on www.apta.org/posterpresenter when available)

The poster sessions offer an intimate forum for discussion. The time spent at each poster is determined by the viewer, not the author. If there is a group of participants interested in your poster, try not to spend all of your time with just one or two people. If you would like to have a longer time to talk with someone, you may want to arrange to meet with them after your scheduled discussion period is over.

Consider bringing a supply of business cards or address labels. These discussion periods are an opportunity to tell other people more about your work and to find out what colleagues with similar interests are doing.

Please note that presenters are required to follow these guidelines and to be available at their poster during the entire presentation time.