The information below pertains to the NSF Grantees, and ASEE Division Poster Sessions.

Poster Hanging/Removal Times
Posters can be installed in the exhibit hall as early as Sunday Afternoon and will remain throughout the duration of the conference. Poster Boards will be labeled with specific numbers and paper titles. Presentation times are as follows:

ASEE Division Poster Session
Monday, June 24, 2024
9:15 AM – 10:45 AM

NSF Grantees Poster Session
Wednesday, June 26, 2024
9:45 AM – 11:15 AM

Poster Board Dimensions

- The dimensions of the poster boards are 8' wide x 4' high.
- These poster boards are double sided (one poster per side) and each side will be used for poster presentations and will be numbered

 You may use up to   8'x4' section of each side

- Pins to place the presentations on the boards will be available for your convenience, but it's always good to be prepared as the pins sometimes get moved around.
- Please plan to be in the exhibit hall prior to your group's presentation time.
- When entering the exhibit hall, please look for your number on the poster board.

Poster Board Assignments

- You will be notified of your poster assignment by ASEE Conferences Staff sometime after May 21, 2024
- **For the Division Poster Session**: Posters will be organized by Division and then by Paper Title
- **For the NSF Grantees Poster Session**: Posters will be organized alphabetically by Paper Title
- If you have more than 1 poster, your poster assignments WILL NOT BE TOGETHER!
- You will need to make arrangements with someone else to present your other poster, or pin a business card to your board so the attendees can contact you.

Purpose of a Poster Presentation

- Acquaint conference participants with the fundamentals of your program, project or study quickly and easily.
- Use text, graphs, tables, charts, and pictures to present only highlights.
- Catch your viewer's attention.
- Make the viewer want to learn more about your program, project or study.

Designing an Effective Poster

- Include the abstract title and all authors at the top. You may include the authors' names, e-mails, and address information in case the viewer is interested in contacting you for more information.
- Your poster should fit on a board that is 8'w x 4'h (242 cm. x 121 cm.). The exact size is up to you, but it's recommended to be no bigger than 7.5'w x 3.5'h
- Keep any text brief.
- Do not use all capital letters.
- Use graphics (charts, tables, pictures) that can be understood in one minute or less.
- Assume the viewer will be reading your poster from approximately 3 feet away.
- Describe all parts of the project/study, including why the outcome did or did not work as expected.
  1. Background
  2. Objectives
  3. Research Design/Program Description
  4. Results/Evaluation
  5. Paper Management
  6. Future Plans
- The viewer should gain new knowledge or insight by visiting your poster.
- Consider providing a handout summarizing your research and include your contact information or be sure to have your business cards available for those who request your contact information.

Poster Session Etiquette

- Posters must be hung up at least 30 minutes before the poster session starts
- Stand by your poster for the duration of the poster session.
- Chairs are provided only for those with special accommodation needs.
- Tables are not provided

Reminder

- Push pins will be available.
- Poster numbers will be displayed on the boards, you do not have to print the number on your poster.