ULS 2016 Academic Summit Abstract and Poster Presentation Guidelines

Abstract Guidelines

1. Abstracts must be 200 words or less in length and must be written using complete sentences in paragraph form and not as a bulleted list.
2. Abstracts must provide sufficient contextual background information for the reader.
3. Title of abstract and poster or presentation must be appropriate.
4. A statement of objectives must be included in abstract.
5. Methods used to collect data must be described in abstract.
6. Results must be described in abstract.
7. Conclusions/summary of research must be included in abstract.
8. Abstract must be clear and complete.

Poster Guidelines

1. Posters may not be larger than 48” x 42”, although posters may be printed in a smaller format.
2. Posters must contain a title, abstract, introduction, methods, results, conclusions and literature cited sections.
3. Posters must be attached to display boards using push pins. Tape and velcro are not allowed.
   Six push pins will be available on each display board.
4. Posters that do not meet these guidelines will not be displayed.

The following websites (and many others) provide additional tips for making posters but please be sure to adhere to the guidelines listed above.

   http://colinpurrington.com/tips/academic/posterdesign
   http://libweb.lib.buffalo.edu/guide/guide.asp?ID=155
   https://www.ncsu.edu/project/posters/ExamplePosters.html
   http://www.kumc.edu/SAH/OTEd/jradel/Poster_Presentations/PstrStart.html

Poster Session Schedule and Set-up

On Thursday, 14 April 2016, poster set-up begins at 3 pm in Bollinger Student Union Ballroom and runs until 9 pm.
On Friday, 15 April 2016, poster set-up begins at 7 am and runs until 9 am. ALL posters must be set-up by 9 am on 15 April.
Take-down by presenters must occur no later than 5 pm on Friday, 15 April 2016.

Poster display boards will be numbered. Presenters must attach posters to assigned display board number listed in the final program. Poster numbers and poster session (I or II on Friday, 15 April 2016) will be e-mailed to presenters and will be posted near the entrance of the Ballroom.