



TIPS FOR FORMATTING YOUR AAGP POSTER

- Write your presentation concisely and keep captions brief.
- The poster should be self-explanatory so that you are free to supplement the information and discuss points raised by questions during the poster session.
- Place the heading in large-sized type at the top of the board.
- List the title and all authors.
- All material should be readable from distances of three feet or more. You are strongly encouraged to use a typeface that is at least 3/8" high (22 pt. minimum) and use bold type to ensure legibility.
- Make all print very dark (preferably block style) on a very light (preferably white) background.
- Use letters, arrows, numbers, or other devices to show those who will be viewing your poster the preferred sequence in which your poster should be reviewed.
- Charts, drawings, and illustrations should be like those you would use in making PowerPoint slides.
- If photographs are used, have them processed with a matte or dull finish.
- Please clearly print one email address on your poster for attendees to refer to should they have questions or comments at a time when you are not standing with your poster. If you do not wish to print your own email address, please list another email address for an appropriate contact person for your abstract.
- **Special Note on Use of Commercial Materials:** AAGP is committed to minimizing commercial bias in poster presentations and handouts. Poster presentations and handouts should not contain any of the following: commercial logos, company names, brand, or proprietary drug names. Only cooperative groups, hospital, and non-profit company logos are permitted.
- Your abstract will be listed in the journal, *American Journal of Geriatric Psychiatry*, as well as the conference mobile app. Abstracts are published exactly as submitted in the abstract portal and cannot be edited before publication.

PRINTING POSTERS FOR PRESENTATION

Size Limitations for All Posters: no larger than 47 inches high and 95 inches wide (120 cm high by 240 cm wide). This is the size of the poster board. Do not exceed the size of the poster board.

Format: LANDSCAPE (horizontal).

Photos, Charts, and Graphs: Charts, drawings, and illustrations should be like those you would use in making PowerPoint slides. If photographs are used, please have them processed with a matte or dull finish.

Contact Information: Please clearly print 1 email address on your poster for attendees to refer to should they have any questions or comments at a time when you are not standing with your poster. If you do not wish to print your own email address, please list another email address for an appropriate contact person for your abstract.

Poster Material: The poster can either be made on 1 sheet (rollup) or in several small sections. Do NOT mount illustrations on heavy cardboard because they may be difficult to keep in position on the poster board.

DURING THE MEETING

- Both the Early Investigator Poster Session and the New Research Poster Session are scheduled for presentation on **Saturday, March 16**, from 5:00 – 7:00 PM in the Grand Ballroom, Hanover Hall & Embassy Hall Exhibition Level at the Hyatt Regency Atlanta.
- The presenting author (or designee) is asked to stand next to their poster during the official presentation time between **5:00 - 7:00 pm**, (except if you are participating in the Early Investigator poster rounds as described below). This allows attendees to discuss your research with you.
- The first hour of the Poster Session for **Early Investigators**, 5:00 pm - 6:00 pm, will include '**poster rounds**', in which senior investigators, along with interested conference attendees, will meet with the new investigators to review and discuss the posters. The poster rounds are intended to facilitate interaction between senior faculty, young researchers, and the AAGP membership in a relaxed, collegial atmosphere. Other Early Investigator Poster presenters will be encouraged to follow the reviewers during the rounds and then to stand by their individual posters for the final hour of viewing, 6:00 - 7:00 pm.
- The New Research Poster presenters should stand by their posters from between **5:00 - 7:00 pm**.
- Poster board assignments will be provided in the meeting app which will be available for download on March 4, 2024.

POSTER HANGING + REMOVAL SCHEDULE

- Hang posters between 3:30 - 4:30 PM in the Grand Ballroom on Saturday, March 16.
- Use pushpins to hang your poster, which are available onsite at each board.
- You will NOT be allowed to use glue, tape, paint, or staples on the poster boards.
- You may distribute handouts of your poster if you would like. You are responsible for all printing and distribution.
- Please remove posters after 7:00 PM

Please Note: If you do not remove your poster during the removal time, your poster will be automatically removed and placed in the Unchecked Poster Reclaim Bin. Posters left in the Unchecked Poster Reclaim Bin will be discarded at the end of the Annual Meeting.