

## Instructions for Preparing Your SOLAR 2014 Poster

- Normally you are expected to have written a paper for inclusion in the conference proceedings. You are also expected to present the paper as a poster at the conference to have your paper published in the conference proceedings. However in 2014 we are waiving this requirement. You are NOT required to write a paper, but must notify us of this before June 15 please!
- You will have an area that is 36" TALL x 28" WIDE in which to hang your poster.
- You may make the poster into one large display, or you may make your display out of several smaller sheets. You MAY NOT just hang a copy of the paper on the board! If you do, it will be removed.
- You will be responsible for bringing your poster to the ASES conference and mounting it for display on standing pin-up boards. Mounting supplies will be available at the conference.
- You may hang your poster beginning at **8am on Monday, July 7**. The longer your poster is displayed, the more people will see it!
- Some Oral sessions will begin with one or two poster presenters being given 2 minutes to show one or two overhead slides and very briefly tell about their work. Your tentative Poster session date and time was included in your acceptance letter. It will be confirmed again after all papers are received. (Please see the Final Conference Program online for room details after June 15).
- We will have computer projection equipment and a laptop computer in each session room. We will pre-load your presentation onto the session computer. You must submit your slides before June 30.
- Your 2 minute presentation should be an enticement to the audience to come to your poster for further discussion. You should not try to condense all of the information about your paper into 2 minutes – you should use one, or at most 2, slides to pique interest in your work.
- Posters must be removed by **2pm on Wednesday, July 9**. **Any posters still hanging at this time will be discarded.**

Here are some great examples and guidance for poster design:

- => <http://colinpurrington.com/tips/academic/posterdesign>
- => <http://writing.engr.psu.edu/posters.html>
- => <http://goo.gl/5KUP8U>