

SPR Annual Meeting Poster Presentation Instructions

The NIDA International Poster Session and three Evening Poster Sessions will be held during the 24th Annual Meeting (please check on-site program for room assignment.) A reception with light food and cash bars will run concurrently in the poster room. No other presentation sessions run concurrently with the poster sessions.

Poster Number

We will provide a printed "number" identifying each poster board. This number corresponds to the printed program abstract number. Refer to the author index in the printed program or the speaker icon in the Conference Mobile APP to check the corresponding program/poster number for your presentation(s.)

Conflict of Interest Statement

When applicable all presenters should include his/her conflict of interest disclosure statement in his/her poster presentation.

Hand-out Materials

We request authors to have materials available in the form of a handout, even if only a one-page abstract; along with contact information to help participants follow up on presentations at the meetings. Please make arrangements to bring handouts (25-50 copies) and/or be prepared to respond to e-mail requests after the conference.

Poster Board Size and Poster Preparation

The poster board is 4 feet high and 8 feet wide (including the wood trim). You will be assigned one poster board for each abstract that has been accepted. Pushpins will be provided.

Prepare a title board for the top of your poster space indicating the title and author(s) of your presentation. Ideally, the lettering for the title should not be less than 1-1/2 inches high.

All illustrations should be made up beforehand. Remember that your illustrations must be read from several feet. Charts, drawings, and illustrations should be similar to those you would use in making slides, but more heavily drawn. Printed material should contain heavy lettering approximately 1 inch high for minor titles (i.e. questions, methods, conclusions, etc.) and all printing should be a minimum of 1/2 inch. Do not use normal "typewriter-size" type. Keep illustrations and written materials simple. Laminated presentations are suitable. Presentations mounted on foam core are not suitable.

Do not allow yourself to be monopolized for an inordinate period of time by a single individual.

Please remove your materials from the poster board immediately after the session. Materials left on the boards after the session will be discarded.

Poster Presentation Schedule

Posters will be grouped by theme during each evening session. You will receive an e-mail with the date of your poster session(s).

NIDA International Poster Session – Tuesday, May 31, 2016, 5:30 pm to 7:30 pm

Poster Session I – Tuesday, May 31, 2016, 5:30 pm to 7:30 pm

Poster Session II – Wednesday, June 1, 2016; Presentations: 5:45 PM – 7:45 PM

Poster Session III – Thursday, June 2, 2016; Presentations: 6:15 PM – 8:00 PM

Set-Up: 4:00 PM – 5:15 PM. Take-down: Poster materials must be removed within 15 minutes of the end of the sessions. Any materials left on the boards will be discarded.

At least one author should be in attendance at each poster during approximately ½ of the session.

ODD numbered posters should be attended: Tuesday, 5:30 PM – 6:30 PM; Wednesday, 5:45 PM – 6:45 PM; Thursday, 6:15 PM – 7:05 PM

EVEN numbered posters should be attended: Tuesday, 5:30 PM – 6:30 PM; Wednesday 6:45 PM – 7:45 PM; Thursday, 7:05 PM – 8:00 PM

The odd/even schedule provides the opportunity for poster presenters to also visit other poster presentations. By following the odd/even numbered schedule attendees will know when a poster will be attended. Of course, you may attend your poster for the full poster session, if you would like.

Please note that power and tables for laptops are **NOT** available for poster presentations.