



POSTER PRESENTATION GUIDELINES

Posters will be located within the AGxChange and will be on display throughout the AG2017 conference.

Please take note of the following guidelines while preparing your posters:

- 1) Each poster will be provided with a table-top poster board consisting of two equal sized panels each measuring 22" wide x 39" high, connected side-by-side horizontally. Total space available for a poster is approximately 44" x 39". The table area directly in front of your poster board may be used to distribute written materials. All of your materials must fit on the poster board or on the table top immediately in front of the poster board, which will be a triangular area about 39" wide and 20" at its deepest.
- 2) Your poster should include your name, organization, and contact information and should be laid out in a clear and logical format to effectively communicate your message. Posters will typically be read from 40" away, hence, the text and graphics used should be able to be read from at least this distance.
- 3) We suggest that written materials displayed on the panels should be no less than 24-point bold lettering. Keep in mind that capital and lower-case lettering is easier to read than all caps.
- 4) Posters must be attached using Velcro (adhesive, male – rough side). It is the presenters' responsibility to provide their own Velcro. Make sure that you have enough to hold up your poster (depending upon the weight of the poster materials you used). No exceptions will be made.
- 5) Please note the following dates and times:

Poster setup: Monday, August 28, 3 – 5 PM or Tuesday, August 29, 7 AM – 8 AM

Posters will be displayed throughout the conference at the AGxChange, Room 313ABC.

Note: Poster presenters are asked to be present at their posters during the lunch break on Tuesday, August 29, 2017 from 11:45 a.m. to 1:15 p.m.

Poster breakdown: Posters will remain on display until Wednesday, August 30, 11:00 AM

Poster materials must be removed by 12:00 PM on August 30, 2017. Posters that have not been removed prior to 1:00 PM will be discarded.

Questions? Please contact Lee-Ann Choy, prc@hawaiiibiz.rr.com, 808-864-9812.