



2023 FLARE Annual Meeting Poster Guidelines

SET-UP AND PRESENTATION

- Arrive between 8:00-9:00 on Friday, October 13th at the World Agroforestry Centre (CIFOR-ICRAF campus). FLARE coordinators will be there to assist.
- Be present at your poster during the poster session – Friday, October 13th, from 15:00-16:00.
- The poster will remain displayed for the entirety of the conference.
- Poster set-up and session subject to change.

SIZE

- 32 x 40 inches (81 x 101cm)
- Landscape orientation is typical

SUGGESTED SECTIONS

- **Logos & Photo:** Relevant organizational logos and recent photo of presenter
- **Title & Authors:** Use 80-100 pt. font for the title and 36-48 pt. font for the authors.
- **Introduction/Objectives:** Use 18-24 pt. font. What are the specific aims of the project? What is the “big picture?”
- **Methods:** Use 18-24 pt. font. Describe the methods, materials, techniques, and models that were employed in the research. How was the research conducted?
- **Results or Expected Results:** Use 18-24 pt. font for text, figures, graphics, and graphs. What was the outcome of the research? If the research is on-going, what do preliminary results seem to indicate? Use tables, figures, and/or graphs to summarize data. All figures must be labeled (Table 1, Figure 2, etc.), titled, and referred to in the text of the poster. If data are inconclusive or flawed, report them and use the “Conclusions” section to discuss what may have influenced the data and how the experiment should be adjusted when repeated.
- **Discussion and Conclusions:** Use 18-24 pt. font. Describe whether the data does or does not support the hypothesis. What are the implications of the work for future investigation? What do the data mean?
- **Acknowledgements:** Use 18-20 pt. font. Acknowledge people who helped with the research and sources of funding.
- **Contact information:** Use 18-20 pt. font. Include name and email address of presenter.

TIPS *Keep it Simple!*

- *Do not try to squeeze too much on to the poster.*
- Arrange your material in a logical progression.
- Arrange materials in columns.
- Use only 2 or 3 colors in the poster: too many colors can be distracting.
- Select font colors and background colors to maximize contrast: A dark font on a light background is more easily read than vice versa.
- To emphasize a point, use bold or italics rather than underlining as underlined words can be more difficult to read. Upper- and lower-case type (rather than ALL CAPS) is easier to read, even in headings.