Poster Presentation Details

Posters can be put up from 13:00–18:00 Saturday, January 6, 2007 from 07:00–08:00 on Sunday, January 7, 2007 in the Annex Hall of the Kyoto International Conference Hall and must stay up throughout the meeting. Authors of posters that are not put up by 8:00 on Sunday will be reported to the IETS President for possible disciplinary action (see item 13 below).

*Presentation by authors of 'odd' numbered abstracts (i.e. 7, 9, 11, etc.) in Reproduction, Fertility and Development 2007; 19(1,2) and the Student Competition finalist poster presentations will take place during Poster Session 1, Sunday, January 7, 2007 from 12:30 to 14:00

*Presentation by authors of 'even' numbered abstracts (i.e. 8, 10, 12, etc.) in Reproduction, Fertility and Development 2006; 18(1,2) will take place during Poster Session 2, Monday, January 8, 2007 from 11:00 to 12:30

Poster teardown must take place from 13:30 to 15:00 Tuesday afternoon (January 9, 2007). Posters that are not taken down by 15:00 on Tuesday will be taken down and thrown away. The size of the poster boards is 900 mm (35.4 inches) wide and 2100 mm (82.7 inches) tall. The poster materials must be affixed with push pins. The senior author of the poster will be responsible for reimbursing the Program Chairman for any damages to the poster board.

IMPORTANT -- The size of the poster boards is 900 mm (35.4 inches) wide and 2100 mm (82.7 inches) tall, please note this size differs from previous years. You may use as much or as little of this space as necessary to present your data. Suggestions and guidelines for poster setup can be found after this message and will be posted on the IETS website (http://www.iets.org/2007) for your reference.

Your abstract will be published in the January 2007 issue of Reproduction, Fertility and Development.

Guidelines for Posters

Ideas for Improving IETS Posters as Published in the Embryo Transfer Newsletter
by G. E. Seidel, Jr.

Accuracy, efficiency, and ease of communication should be the main criteria in designing posters. Secondary criteria include aesthetic appeal and variety (such as mixing graphs with tables, use of color, and attention grabbers). There are few rules in preparing posters, so use this flexibility to your advantage. The following suggestions will help to produce a poster that people will read and possibly remember:

1. Allow plenty of time to prepare the poster so that there is time to make corrections or obvious improvements.

2. Ask a colleague not directly involved with the material to read the poster and make suggestions.

3. The poster title should be in very large letters that can be seen a long distance away (ideally, 8 cm high).

4. The names and addresses of authors should be in much smaller letters than the title.

5. There is a deplorable tendency to make posters identical to scientific papers. In my opinion, such posters take much too long to read and assimilate. With rare exceptions, it should be possible to read and understand a poster within 5 to 10 minutes. Longer posters are unfair to those who want to peruse a roomful of 200-300 posters, and are ignored by most attendees. Text letters should be at least 1 cm high.

6. For posters, lists are preferable to text; tables are preferable to lists; and graphs are preferable to tables. Long and complex tables and complicated graphs have no place in posters.

7. A little color adds immensely to posters, particularly graphs; a lot of color or gaudy color is worse than no color at all.

8. Some program chairmen request that a copy of the abstract be mounted in the upper left-hand corner of the poster. Usually it is best to follow the rules, but at IETS, this is redundant because attendees already have a copy of the abstract in the proceedings; furthermore, the style of an abstract is inappropriate for rapid absorption of information.

9. The following parts are absolutely essential for most posters:
   a. Introduction (putting work into context)
   b. Procedures (materials and methods)
   c. Results (what was found)
   d. Interpretation
   e. Conclusions

Hypotheses often are appropriate or informative, but this depends on the nature of the experiment. Minimize abbreviations to one or two per poster. It is very difficult to remember three or more abbreviations (other than standard ones like FSH) when studying a poster.

10. Most people read the title and conclusions. If these do not pique their interest, they go on to the next poster. Design the parts just described to be simple and effective. Use English, not jargon.

11. Be creative, but not cute. A good large color photograph frequently adds greatly to a poster; overdoing this can be boring, however.

12. Get the housekeeping right: Poster size, method of attaching materials to poster, lightweight material that travels well and doesn't fall off the poster board, legible from a distance (suggest boldfaced letters at least 1 cm high), have the poster up (and down) at the appropriate times (about 1/4 of IETS posters are not up for the entire period assigned to them), and stand by the poster at the correct time.

13. If you submit an abstract and then do not come to the meeting, send poster materials with a colleague or mail them to someone going to the meeting. A blank poster board is an egregious insult to the program chairman and reviewers, who labored hard to evaluate the abstracts, to the scientific society, which paid dearly for the unused poster board, and to the attendees, some of whom perused the abstract tiles to determine which posters to be sure to study. These factors are sufficiently important that IETS keeps a list of authors from previous conferences who submitted abstracts, but did not present a poster; abstracts will no longer be accepted from scientists who authored or co-authored previous abstracts and failed to put up a poster (without good cause).