



**Fourth ADEA International Women's Leadership Conference
Pestana Bahia Hotel
Salvador, Brazil
September 5-8, 2010**

POSTER INSTRUCTIONS*

- The poster board is a standard cloth board.
- The dimensions of the usable work area are: 150 cm (length) x 100 cm (width).
- Fit your poster on one side of the board.
- Prepare a label to be affixed at the top of the poster board. Indicate on the label: 1. Title; 2. Author(s).
- Affix your poster to your board. **Push pins will be provided. DO NOT use staples or tape.**
- You have complete freedom in displaying your information in figures, tables, text, and/or photographs. The presentation must cover the same material as the abstract.
- Briefly describe procedures and materials. Define all trade names first, then use generic names throughout.
- Prepare all illustrations neatly and legibly beforehand, in a size sufficient to be read at a distance of 6 feet. Remember: a series of typewritten sheets attached to the poster board is not an acceptable paper. Electronic presentations are not permitted.
- The abstract, location, and time of your presentation will be listed in the final conference program.
- Abstract set-up should occur no later than one half hour before your presentation.
- Please wear your name badge so individuals may identify you as one of the authors.
- At the end of the session, remove all materials when you remove your poster.

Is my font size legible from 3 to 6 feet?

- **Title:** Ideal font size is at least 72 for poster titles. Titles should be viewable from 6 feet away to catch the reader's attention.
- **Block or Body Text:** 36 point font is ideal. The minimum is 24 point.
- **Type of font:** Please use fonts that are non-decorative.
- **Font color:** Black text with a white background is ideal and proves to be much more legible. Other colors are acceptable. This is only a recommendation.

***Please note the above listed dimensions (4 feet 11" inches high by 3 feet wide) when constructing your poster.**