



Guidelines for Electronic Posters

What Should the Electronic Poster Convey?

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Electronic posters are visual displays on a selected topic. Posters provide an opportunity for discussion and stimulating interest. **Electronic posters may not promote a specific product, drug, technology, or instrument.** Use this link to the NASN For the Call for Abstracts Agreement and Conflict of Interest Policy, click [here](#).

- **Your poster should display a disclosure statement under the poster title. (Important! Please see page 3.)**
- The poster and/or materials presented to the learner related to the educational activity should not display any logos or other trademarks of a commercial interest organization. Acknowledgement of commercial support must be limited to the name of the entity providing support.
- Slides, handouts or other materials presented to the learner related to the educational activity should **not** display any logos or other trademarks of a commercial interest organization. Acknowledgement of commercial support must be limited to the name of the entity providing support.
- Your poster should answer the following questions:
 - ✓ *What is the question/concern/issue?*
Clear statements should convey the purpose of the research or topic.
 - ✓ *Why should I care?* The significance of the topic is explained.
 - ✓ *What is your strategy?* How you addressed the problem or issue is outlined.
 - ✓ *What did you actually find?* Your results of your research should be listed.
 - ✓ *What do you think it all means?* Explain your conclusions.
 - ✓ *Where do we go from here?* Any topics for future research or recommendations are found in this poster.
 - ✓ *On what evidence did you base your strategy?* List key references.

Tips for Preparing Electronic Posters

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- **PowerPoint:**
 1. From the **File** menu, select **New** and choose a **Blank Slide**.
 - In PowerPoint 2007: from the **Home** tab, select **New Slide**.
 2. Go to the **File** menu and choose **Page Setup** and choose the last item which is **Custom**.
 - In PowerPoint 2007: from the **Design** tab, choose **Page Setup**.
 3. Set your PowerPoint Page Size to **48" width** and **27" height**.
 4. When your PowerPoint slide (only **one** slide) is complete, save the file.
- **PDF Document:** If you do not have access to PowerPoint, start with a **Word** document (**landscape layout**). When your poster is complete, save the poster as a PDF.
- Information should flow from left to right or top to bottom.
- Use no more than four colors.
- The smallest font size recommended is an **18-point font**. Keep in mind that the poster must be read from a distance. Use of multiple fonts is distracting. It is better to choose a single font and use italics, bold, or color for emphasis. Use the same font face in larger sizes for titles and headings.
- Avoid using all upper-case type, even for titles and headings.
- Select the most important information – the material that will promote one-to-one interchange with your viewers – that emphasizes why it is important for them to know about your work.
- Whenever possible, use graphs, charts, tables, figures, pictures or lists instead of text to get your point across.

Posters will be presented on 55" screens on pedestals. In addition, a small table will be available for your handouts or business cards. No other audio visual equipment or electrical outlets will be provided.

Do I need to include the disclosure slide in my oral presentation?

NASN must ensure that all educational session content is free of commercial bias and influence. Each educational session **must** include a slide at the beginning of the presentation listing disclosures or indicating that there are no relationships that require disclosure. The intent of this disclosure is to provide learners with information on which they can make their own judgments.

For Oral Presenters:

Please copy/paste the appropriate language below into the first slide that follows your session title.

For Poster Presenters:

Centered under the title of your poster, please copy/paste the appropriate language below.

No Relationships to Disclose

Planner, Presenter, Author Disclosures

[NAME OF PRESENTER(s)]

I/we disclose the **absence** of personal financial relationships with commercial interests relevant to this educational activity within the past 12 months.

Relationships to Disclose

Planner, Presenter, Author Disclosures

[NAME OF PRESENTER(s)]

The following personal financial relationships with commercial interests relevant to this educational activity **existed** during the past 12 months:

Name of commercial interest:

Nature of relationship: