

9th Annual UW-Madison Postdoctoral Research Symposium
Presentation Guidelines

September 16, 2024

Discovery Building

The deadline for the Blitz Talk and Poster abstract submission is **Wednesday, August 7, 2024**. Your abstract should be ~300 words and no more than 1 page with graphics. Notification of acceptance will be sent in late August.

Please contact Smrithika Subramani (subramani3@wisc.edu) and Freya Joessel (joessel@wisc.edu) with any questions regarding submissions.

Guidelines for Blitz Talks:

Blitz Talks will take place in the H.F. Deluca Forum in the Discovery Building in the afternoon portion of the symposium.

1. 4–5-minute (max) research talk that will engage a general, wide audience.
2. Keep the technical terms to a minimum—postdocs from all areas, including arts and humanities, and biological, physical and social sciences will be present.
3. The topic can be a broad overview of your research or a single study.
4. Questions will follow, please keep responses brief (1 minute).
5. Slides are allowed but not required. Upon acceptance, you will be asked to submit any slide(s) a week prior to the symposium.

Guidelines for poster preparation and submission:

Poster presenters will have the opportunity to discuss their poster with symposium participants during the poster session in the Discovery Building Atrium concurrent with a reception at the end of the symposium. All poster presenters must bring their poster to the Discovery Building on September 16th and plan to stand by your poster during the session. Please email Smrithika Subramani (subramani3@wisc.edu) and Freya Joessel (joessel@wisc.edu) if anything changes and you are unable to do so.

1. You are welcome to use published/unpublished data and data/posters previously exhibited as a postdoc at UW-Madison, either here or at a recent conference. For new postdocs interested in presenting, you are welcome to present from your dissertation work.
2. The poster can be tailored toward a technical audience, but presenters should

note that the audience will come from a broad range of backgrounds.

3. Suggested Dimensions – Standard poster size is 36x48 inches, but sizes can vary. Board sizes to hang posters on will be 4' x 4'.

Helpful tips and suggestions for preparing a poster:

1. Posters should display a short and comprehensive review of the main facts of your study. It is important that the poster you submit can stand on its own in an online presentation.

2. Use standard fonts such as Times New Roman, Arial, and Calibri. *Minimum* font size should be 16 pt.

3. The title of the poster should be informative and concise. Consider crafting a title containing relevant keywords that represent the content of your poster and reflect the method in an interesting or catchy way.

4. Be sure to include all authors and their affiliations (and, if you wish, the authors' academic credentials). Importantly, please provide the email address of the presenting author.

5. There are many possible sections to consider in the body of the poster. Depending on field and project type, typical sections may be Introduction or Background, Purpose or Aim(s), Materials and Methods, Results and Conclusions, Implications or Future Directions. We highly encourage novel formats that are appealing to the audience and effectively communicate research in creative ways.

6. When creating and resizing images, ensure that clarity is retained. Attempt to select and create images with high resolution.

7. If using a background image, make sure it does not obliterate the text by making the text too difficult to read clearly.

8. Please acknowledge any sources of funding and, if you wish, declare any commercial interests and conflicts.

9. For additional resources and ideas, please visit:

a. <https://writing.wisc.edu/handbook/assignments/posterpresentations/>

b. <https://designlab.wisc.edu/resources/projects/posters/>