

# POSTER REQUIREMENTS

All posters will be displayed in the Board of Trustees Room adjacent to the Campus Center Main Event Room.

---

## CONTENT AND DESIGN

Poster size should be limited to 3ft x 4ft. As long as the poster fits within the size limitations (3ft x 4ft), you are free to design your poster in any professional way you see fit. Posters should maintain a professional academic theme, be easy to read/view both in font and graphics, and should not be decorated with tissues, glitter, balloons, etc. It is best that posters be prepared in such a way that they are readable from a distance of 4 feet.

Please prepare a brief description of your poster to share orally during the poster presentation session. Be prepared to field questions and comments regarding your project, scope of work and the poster itself during the allotted time.

---

## DISPLAY OPTIONS

Posters will only be displayed on moveable walls/screens, tabletops, or easels:

- x Hanging— Posters can be clipped to/hung on moveable walls/screens throughout the roomspace
- x Tabletop— Heavy backings should be used to aid in standing the poster upright by itself on a tabletop
- x Easel— We have a limited number of easels to offer; if you do not have your own, please email [itlld@stockton.edu](mailto:itlld@stockton.edu)

If your poster is already constructed and you need special accommodations, please call the CTLDA at (609)626-3828.

---

## DROPOFF/PICK UP

Posters should be dropped off on Thursday, April 25, no later than 8:30am in the Campus Center Main Event Room. **All posters must be in place by 9:00am.** Special arrangements can be made to drop it off with the CTLDA one week prior, if you are unable to do same day drop off in time. Contact the CTLDA at (609)626-3828 for additional information. Posters should be removed at the end of the Poster Session.

---

## CELEBRATION OF SCHOLARSHIP & TEACHING

Presenters should be available for questions and comments during the designated viewing time from 9:30am - 10:30am.

On the day of the event, ensure to join us for

- x Breakfast served for all from