

# Physiotherapy UK

CSP CONFERENCE & TRADE EXHIBITION 2019

## GUIDELINES FOR THE PREPARATION OF A POSTER 2019

Please note the following guidelines if you are presenting your abstract in poster form.

### PRODUCTION

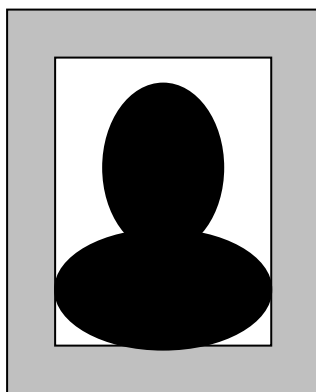
We advise poster authors to allow at least a week for poster printing and delivery. You will also need time to design your poster. Companies such as <https://www.scienceposters.co.uk/> provide a specialist printing service.

### DESIGN/SIZE

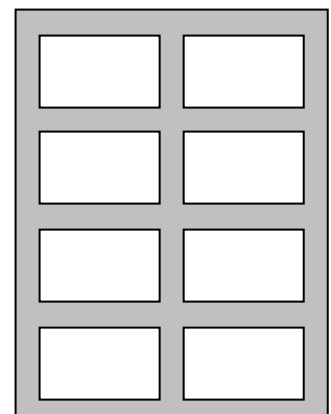
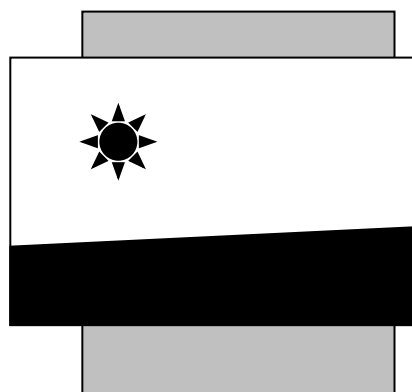
1. Posters should be A0 size 841mm  $\longleftrightarrow$  1189mm  $\updownarrow$

The poster should comprise either one A0 size poster **portrait layout** (not landscape) or **FOR STUDENTS ONLY**, 8 x A4 landscape sheets (see diagram). Please number each separate sheet and put your name on the back of all, both A4 size and A0.

2. Use a durable material for your poster, it will need to look professional for the duration of the event. (e.g. photo quality paper or fabric)



Poster board



Alternative format  
(students only)

3. We suggest that you design your poster layout in the following sections:

- Title, author, institutional address
- Purpose
- Methods
- Results
- Conclusions
- Implications

4. Your poster should also include the following if applicable:

- References, but try to keep them to a minimum.
- Acknowledgments to contributors and funding organisations.
- Ethics approval (if it was required, mentioning the appropriate committee/body that granted it).
- Provide information about where/how you can be contacted on the poster

5. The poster/presentation is expected to communicate the same information as your submission, although it can be adapted for the presentation style e.g. adding charts/images/tables to posters and summarising key points.

6. All posters must be in English.

7. Text formatting. The title should be emphasised by the use of a bold type-face or similar lettering; it should be the same as title submitted on your abstract. The title text should be big enough to read from a distance of 2-3 metres away (minimum font size 30). Body text should be a minimum font size of 17.

8. The use of colour makes the poster more effective and attractive as does breaking up the text with drawings and or photographs.

9. We recognise some poster presenters may wish to use a new style layout e.g. [better scientific posters](#) and confirm this style of poster will be accepted. Remember all posters must communicate a scientific study, **be portrait layout** and the size stated in this guidance.

## **PUTTING UP YOUR POSTER**

10. It is the author's responsibility to bring their poster with them to the event and to put it up on the allocated poster board (you will be informed of your poster board number nearer to the event). Poster fastening to attach your poster to the display board will be provided at the event. Please note posters must be put up during one of the designated time slots:

Thursday 31<sup>st</sup> October 1700-2000

Friday 1<sup>st</sup> November 0745-0815

## **POSTER PRESENTATION SESSIONS**

11. If possible, poster presenters are required to stand beside their posters between 1315-1345, the last half an hour during lunch break, on 1<sup>st</sup> and 2<sup>nd</sup> November in order to take questions from delegates.

## **REMOVING YOUR POSTER**

12. It is the author's responsibility to remove their poster at the end of the event. This must be done on 2 November by 1530. Please note that posters left at the event will be disposed of.

## **POST CONFERENCE**

13. All Physiotherapy abstracts will be published in an online supplement of the journal Physiotherapy, service evaluation abstracts will be submitted to the CSP Innovations in Physiotherapy online platform.

If you have any queries about producing your poster, please contact

[physiotherapyuk@csp.org.uk](mailto:physiotherapyuk@csp.org.uk)

## **RESOURCES**

14. There are many resources available online that you can use to help you design your poster. The following provide design advice, however, please note all posters for display at Physiotherapy UK 2019 need to follow the guidance given in this document.

### **Council for AHP Research**

[Preparing a Scientific Poster – Top Tips](#)

### **Better scientific posters**

<https://www.youtube.com/watch?v=1RwJbhkCA58>

### **London School of Economics**

<http://lti.lse.ac.uk/poster-design/>

<http://blogs.lse.ac.uk/impactofsocialsciences/2019/05/11/how-to-design-an-award-winning-conference-poster/>

### **University of Liverpool**



<https://www.liverpool.ac.uk/media/livacuk/computingservices/printing/making-an-impact-with-your-poster.pdf>

### **New York University**

<http://guides.nyu.edu/c.php?g=276826&p=1846154>

There are also useful tips on You Tube.

## POSTER CHECKLIST

- Posters should be A0 size 841mm  1189mm 
- Is my poster a portrait layout?
- Have I used an adequately sized font (title size 30 minimum, body size 17 minimum)?

Font size example

# Title font example

Body text example

**Posters which do not conform to these guidelines may not be displayed.**