

Checklist: Preparing to Present at a Poster Session

- You are aware of the likely atmosphere of the poster presentation venue and are prepared to adapt your delivery style depending on the mood of your visitors
- You are aware of the specific time and location of your presentation and plan to show up about 15 minutes early to hang your poster and (if unassigned) choose the best location
- You have a poster repair kit composed of pens (matching the color ink you used for your font), correction fluid, transparent tape, and a cloth to wipe away potential smudge marks
- You have rehearsed a “walkthrough” (mentally or in front of a practice audience) so the first time you present your poster is not in front of a real audience
- You have an outfit that coordinates with the color scheme of your poster
- You have a nametag with your first and last name clearly visible (so poster attendees can identify you as an author)
- You are wearing deodorant
- You have nothing stuck in your teeth
- You have breath mints you can easily access when presenting for multiple hours
- Supplemental materials are easily accessible
- If you are interested in seeing posters presented at the same time as yours, you have quick access to the location so you can stop by quickly without having to be absent from your poster for long