



Dear Colleague,

You are receiving this email because you are a poster presenter at AAAL 2023.

This email contains important information about the setup, time, and length of your poster presentation.

What to know:

Date, Time, and Location:

Poster sessions will take place in the Exhibit Hall located on the Lower Level 2 during the following times:

- Saturday, March 18, morning
- Saturday, March 18, afternoon
- Sunday, March 19, morning
- Sunday, March 19, afternoon
- Monday, March 20, morning
- Monday, March 20, afternoon

Please consult with the program schedule on [**THIS**](#) link to find your designated poster presentation date and time.

Making Your Poster: Make sure to design a clear poster that allows for maximum audience engagement and contains key information of your work. Posters should be printed in reasonable quality. We do not recommend larger sizes as you may not be able to hang your poster appropriately on the bulletin board. The Exhibit Hall will have 4' x 8', two-sided bulletin boards. You will also find push pins in the room to attach your poster in place. Each bulletin board will display two presenters' posters, one on each side.

Poster Setup Time:

- If you are scheduled to present in the morning, please set up your poster by 7:30 am on the day of your presentation. The regular program starts at 8:00 am.
- If you are scheduled to present in the afternoon, please set up your poster by 1:50 pm, which is the end of lunch on the day of your presentation.

Time at Your Poster:

After you have set up your poster, you are not required to be present in the Exhibit Hall for the whole morning or afternoon. You are responsible for being **present at your poster only during your scheduled time**. Your scheduled poster slot overlaps with either the morning or the afternoon coffee break. Conference attendees will grab a coffee and visit the poster session. They will use this one-on-one time with poster presenters to learn more, ask questions, and interact with you about the poster. For the rest of the morning or afternoon, you may choose to stay at your poster board at your discretion.

Clearing Your Poster at the end of your session:

- If you present in the morning, you are responsible for taking down your poster by 12:30 pm, which is the beginning of the lunch. Your bulletin board needs to be clear for the afternoon poster presenters.
- If you present in the afternoon, you must take down your poster by 5:00 pm. Your bulletin board needs to be clear for the next day's poster presenters.
- Please be considerate to others by presenting your poster time at your designated time.

We look forward to seeing you in Portland OR!

The AAAL 2023 Conference Team