

2023 Graduate Student Research Day

Poster Session Guidelines

Poster Sessions Time and Location:

Poster Sessions A and B will take place on Tuesday, April 4th, 2023 in the Rion Ballroom of the Reitz Union, located at 686 Museum Road, Gainesville, FL 32611.

Poster Session A: 10:45 am - 12:00 pm

Poster Session B: 1:15 pm - 2:30 pm

Poster Instructions:

- **All posters must be printed and physically displayed by presenters during your assigned poster session on the day of the event.** You should **not** submit a poster electronically as this will **not** be printed or made available to the judges on the day of the event.
- The appearance of your poster should be well organized and aesthetically designed, as this is one of the criteria judges will be looking for.
- **Your poster should fit a 48" x 36" (W x H) poster board.**
- Poster printers (also called [Plotters](#)) are available in three locations on campus, and charge \$3.00/foot for printing:
 - Architecture Building (118)
 - Marston Science Library (1st Floor)
 - Computer Sciences/Engineering (E235)
- Important **guidelines** and **templates** for posters can be found here: <https://print.at.ufl.edu/help/print-and-plot-tips-and-requirements/>
- Additional questions about printing can be directed to the UF Help Desk at (352) 392-4357. We strongly encourage printing your poster several days in advance of the event to leave time for troubleshooting any issues.
- At least one week before the event, you will receive an email with your assigned session (A-morning and B-afternoon) as well as your poster number. You can also find your poster number in the event agenda and in the poster list by the registration desk on the day of the event.

The day of the event

- Session A posters should be set up during registration between 9:00 am and 9:45 am **or** after the first keynote speaker, between 10:30 am and 10:45 am.
- Session B posters should be set up during lunch between 12:00 pm and 12:30 pm **or** after the second keynote speaker, between 1:00 pm and 1:15 pm.

- No one is allowed to set up their posters during the welcoming remarks or during either of the two keynote speaker sessions.
- All posters should be removed from the poster boards immediately after the end of each poster session.
- Presenters must stand by their posters during their allocated time: 10:45 am – 12:00 pm (Session A) or 1:15 pm – 2:30 pm (Session B) for poster discussion and judge evaluation.
- Only one presenter is permitted per poster. If you have several co-authors, only one author (i.e., the principal author or co- author) will be allowed to present.
- The winning posters will be announced on the day of the event, during the awards ceremony.
- Any posters left in the Rion Ballroom at the conclusion of the awards ceremony (3:00 pm) will be discarded.

Poster Competition:

The Graduate Student Research Day Poster Contest is open to all students at UF from all disciplines. Posters will be judged on the overall appearance and ability to communicate to a general audience, the intellectual merit (research is complete and innovative), broader impacts (such as benefits to society and connections outside of the discipline of study), as well as the ability of the presenter to explain the poster orally and answer questions. Selected faculty and post docs will judge posters during the Poster Session. Participants are encouraged to review the [judging rubric](#) to understand judging criteria.

Note: It is not mandatory to participate in the poster contest; you may submit an abstract, present a poster, and ask to be removed from judging. If you wish to be removed from judging, you **must** email Erika Davis at edavis1@ufl.edu no later than Friday, March 24 at 11:59 pm EST.

Poster Awards:

The contest results will be announced at 2:45 pm on April 4th in the Rion Ballroom during the Graduate Student Research Day Awards Ceremony. The winning posters will receive a financial award that can be used for research related travel and/or lab supplies.

Questions?

Email Erika Davis at edavis1@ufl.edu with any questions.