



STFM Conference on Practice & Quality Improvement

August 31–September 2, 2026
JW Marriott Desert Springs Resort & Spa, Palm Desert, CA

Poster Presenter Information

Poster Hall: Spring Salon G

Monday, August 31: Dedicated Posters (Poster Session I)

SETUP & TAKEDOWN SCHEDULE:

- **Setup:** Monday, August 31, any time after 1 pm
- **Takedown:** Monday, August 31, after 6 pm

Please have your materials posted by 4:30 pm Monday.

Please **remove** your poster materials at the conclusion of your poster presentation.

Tuesday, September 1: Dedicated Posters (Poster Session II)

SETUP & TAKEDOWN SCHEDULE:

- **Setup:** Tuesday, September 1, by 9:30 am
- **Takedown:** Tuesday, September 1, before 4 pm

Please have your materials posted by 9:30 am Tuesday.

Please **remove** your poster materials at the conclusion of the afternoon refreshment at 3:30 pm.

PRESENTATION LOCATION & SCHEDULE

Dedicated Hours: Monday, August 31, 4:45–5:45 pm

Dedicated Hours: Tuesday, September 1, 10–11:00 am

- Presenters are welcome (but not required) to staff posters during the afternoon break on Tuesday, before removing poster materials.

Poster Space/Dimensions:

Posters boards are 4-ft high by 8-ft wide, and covered with felt. You may use velcro or push-pins to affix your poster materials to the board. Your poster does not need to be printed at a specific size; the only restriction is that it should fit within the poster board.

NOTE: The conference does not provide audio/visual or electricity for posters. All poster presenters will need to print their own posters.

Staffing & Presenting Your Poster:

Please plan to staff your poster display during the dedicated times listed above. Poster presenters are not required to staff their poster during educational session times.

NOTE: STFM is not responsible for removing or storing poster materials. Poster presenters should remove their posters immediately following the afternoon refreshment break, on your respective presentation day.

Sydney LeClair at sleclair@stfm.org

We look forward to seeing you at the conference!

Poster Presentations: Helpful Hints & Reminders

Poster sessions provide an opportunity for direct, personal communication with your peers.

Presentation Instructions

Each poster will receive a number. Your poster number can be found in the conference mobile app or online at <https://www.stfm.org/conferences/generalinformation/cpqiarchives/>.

Posters will be displayed on tack boards, covered with felt, that are 4-ft high by 8-ft wide.

Presenters are encouraged to upload their posters and handouts to the conference mobile app.

Preparation Instructions

- The full title of your presentation and the names of all presenters should appear at the top of your display. Fonts for this information should be at least 1" high. Your audience will stand 3–6 feet away from the poster, and your text should be easy to read at that distance.
- Your display should be arranged in a logical, coherent manner. A large size font should be used to produce approximately 3/8-inch lettering. Make sure illustrations and/or charts are easily read from a distance as well.
- Keep your poster neat and with some open space. If you try to crowd too much material on your display, it will appear cluttered and can be difficult to read.
- Handouts are encouraged to provide additional information or to summarize key points in your presentation. We suggest you bring 30 copies.
- The conference will not provide audio/visual equipment or electricity to posters. If you plan to use your laptop/tablet for part of your poster presentation, we advise that you have a fully-charged battery in your device for each presentation time slot.
- The conference will provide push-pins for displaying your poster.

POSTER BOARD “EXAMPLE” PHOTOS



4' x 8' Posterboard – double-sided

