

Guidelines for Poster Sessions

Congratulations once again on having your poster display accepted for the Fifty-third National Conference, September 23–26, 2010, at the Marriott Minneapolis City Center in Minneapolis, Minnesota. Your name, affiliation, and poster title will appear in the conference program book.

Poster presenters are asked to note the following guidelines:

- You may put your poster up any time on Thursday, September 23.
- Poster displays will be located in the foyer of the Marriott Hotel, near the exhibit and registration area. This will allow your poster maximum exposure.
- Please check-in with the registration desk upon arrival. Desk personnel will assist you in locating your assigned display space.
- Bulletin boards will be provided.
- Please affix your display to the bulletin board in a space that measures no more than 4 feet high by 4 feet wide.
- You are responsible for bringing your own supplies (adhesive tape, thumb tacks, etc.).
- You may bring handouts to distribute if you choose.
- If you wish to use a laptop as part of your presentation, you must provide your own computer (and do make certain the batteries are well charged, as access to electrical power is not always guaranteed).
- Internet connections are not typically available for poster sessions. If an Internet connection is absolutely vital to the success of your poster presentation, arrangements must be made for this through the CMS Executive Office well in advance of the conference. Internet fees may apply.
- Poster presentations will be accessible anytime during conference hours from Thursday, September 23 through Saturday afternoon, September 25.
- Two hour-and-a-half sessions have been reserved for poster presenters to interact with interested conference attendees as follows:
 - Friday, September 24: 2:00 – 3:30 p.m.
 - Saturday, September 25: 2:00 – 3:30 p.m.
- All posters must be dismantled by 5:00 p.m. on Saturday, September 25.

If you have further questions regarding poster displays, please contact Peter Park, Director of Professional Activities, via email (conferences@music.org) or by telephone (406-721-9616).