**Albion College Symposium on Teaching and Student Learning**

**Basic Information for Poster Presentations**

* Each poster presenter will be given the opportunity at the start of the morning poster session to speak a one-sentence “nugget” about his or her poster. The point of these introductory nuggets is to give each presenter the chance to express a few key framing thoughts about his or her poster before informal discussions begin.
* Thom Wilch and Robin Brubaker have agreed to be available to answer questions about making posters. If you have questions about posters, please feel free to email Thom (twilch@albion.edu) or Robin (RBRUBAKER@albion.edu).
* Because of space limitations, we’re asking that traditional posters be no larger than 42 inches wide by 48 inches high.
* Science-complex faculty should use the poster printer in the science complex, and charges will be covered by the respective departments of those faculty.
* For all faculty and staff outside of the science complex, please ask your chair or supervisor (or boss, head honcho, or kingpin) if your department or office can cover the cost of printing the poster. In the rare cases in which printing costs can’t be covered by departments or offices, please email Nels (nchristensen@albion.edu) or Jess (jroberts@albion.edu).
* All faculty and staff outside of the science complex should plan to use IT printers.
* Please keep in mind that, whichever printer you’re using, there might be a big rush the nearer we get to the symposium. So to be safe, it might be a good idea to shoot to have your poster completed and printed by Wednesday the 25th of February.
* You can set up your poster the morning of the symposium from 9:45 to 10:15.
* Finally, the expectation is that folks who are presenting posters (as well as folks participating on the roundtables) will be present for the entire day. Of course, not everyone’s schedule will allow for that, but the general expectation makes sense to us since there are multiple poster sessions throughout the day.