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**VIRTUAL POSTER PRESENTERS**

**GENERAL INFORMATION**

**MEETING OVERVIEW**

The Annual Meeting of the Association for Information Science and Technology is the premier international conference dedicated to the study of information, people, and technology in contemporary society. The ASIS&T Annual Meeting gathers leading scholars and practitioners from around the globe to share innovations, ideas, research, and insights into the state and future of information and communication in play, work, governance, and society. The Annual Meeting will be a fully face-to-face meeting this year, with the exception of the Virtual Poster Session where your poster is scheduled. There will also be a few virtual opportunities including a few virtual workshops on 8-9 October. The First Annual Information Science Summit will also be open to virtual attendees on 28 October.

**ABOUT ASIS&T**

For 85 years, the Association for Information Science and Technology (ASIS&T) has been the leader in keeping information professionals, information research managers, librarians, records managers, and others who “bridge-the-gap” between the present and future, between research and application, and between developer and user. ASIS&T helps its 2,000 members and conference attendees meet the challenges of today and prepare for tomorrow.

**WHO ATTENDS?**

The ASIS&T Annual Meeting is the preeminent global gathering of information science researchers and professionals in the world. The meeting draws an extremely targeted audience of more than 400 information science researchers and practitioners from around the world.

**EDUCATIONAL SESSIONS**

* The Information Science (IS) Summit will be held on Friday, 28 October.
* Workshops are held on Friday and Saturday, 28-29 October and require a separate fee. This year, there are a few virtual only workshops being held 8-9 October.
* Sessions are held throughout the day on Sunday-Tuesday. Sessions vary in length as noted in the meeting app and the *Program Book*.

**PRESENTER INFORMATION**

* If you find you are unable to present your poster, please arrange for a coauthor to present, and please email us right away so we can update the program. Email us at [meetings@asist.org](mailto:meetings@asist.org)
* **The Virtual Poster Session will be held Monday, 3 October 7:00-9:00 AM (EDT).** If you or your coauthor are unable to attend during the date and time of the virtual session, please let us and we will withdraw your poster from the program. Email us at [meetings@asist.org](mailto:meetings@asist.org)
* Your poster can be up to three (3) PowerPoint slides (see styling tips below). Each poster presenter will present in a zoom breakout room, and you will need to be present in the room for the full two hours.

**ASIS&T STYLING STANDARDS**

**FOR ALL POWERPOINT PRESENTATIONS**

* To ensure a consistent look throughout the meeting, presenters are asked to use the ASIS&T 2022 Annual Meeting [template](https://growthzonesitesprod.azureedge.net/wp-content/uploads/sites/946/AM22-Slide-Template.pptx) when preparing your slide deck. The template will be available in August.
* Minimum font size to use in your presentation = 28.
* Minimize use of animation.
* Utilize video when appropriate. Video is engaging and breaks the monotony.
* Have an image or graphic of some type on at least 90% of your slides.
* Minimize text. If the audience must choose between reading the slide or listening to you, half of your information will be lost to them because they cannot do both.
* Minimize clutter. Avoid including too much information on one slide.
* Colors are often paled by a projector and large screen, so use more vibrant colors than you normally would.
* To “green” the conference, we discourage the distribution of handouts at the conference. Alternatively, you may upload any documents into the conference app.