2019 University-wide Annual Diversity Conference
Finding the Courage to Lead

Call for Posters

We are delighted you would like to present a poster at the 2019 University-wide Annual Diversity Conference: Finding the Courage to Lead. The objective of the conference is for the University staff, students, faculty, alumni and the Greater Rochester community to explore diversity related topics, learn from others and ultimately to contribute to a more inclusive and equitable University culture. Diversity-related topics may involve, but are not limited to: race, class, gender, sexuality or orientation, religion, or age. As in previous conferences, we seek to promote respectful dialogue, open-mindedness, the acceptance of others, and the celebration of diversity and inclusiveness.

To be considered for a poster presentation, submit your proposal by Friday, March 8th at 5PM EST. The proposal consists of a 100-word abstract (summary) and title, along with author names and contact information. The actual poster needs to be completed and delivered on the morning of April 8.

Display Requirements
A convenient size for the poster is 5ft. x 3ft. Easels, foam board and push pins will be provided. You have the option of displaying your poster as one piece or several parts (e.g. separate components of the poster, such as abstract, methods, graphics, and conclusion that are fastened individually to the display board).

Poster Content
There are common elements to all posters. At the top center, the poster should display the title, authors and institutional affiliations. Any necessary acknowledgements can also be placed here.

The poster should summarize in graphs, images, and words what it is you wish to share about how you have impacted a community. What is the work you have been doing? How are you “Finding the Courage to Lead.”

Tips for Poster Presentation
Avoid Clutter

Limit your poster presentation to a few main ideas. It’s better to present a few of your findings well, than to present all of your findings poorly. Arrange your poster components to read from left to right and top to bottom. Emphasize important points on the poster with lines, frames or boxes and arrows.

Keep the Lettering Simple

Use no more than three different font sizes, the largest for the poster title, second largest for section titles and smallest for text. For all lettering, use both upper-and lowercase letters. Words composed of all uppercase letters are difficult to read. The smallest font should large enough so it is easily read from a distance of 3 to 5 feet (usually, 24-pt. font).
Keep the Colors Simple
Too much color can be distracting, while too little color can be boring and lifeless. Use color mainly to highlight important elements.

Be Prepared to Promote Yourself
Consider bringing handouts and business cards for those who visit your poster. Use this opportunity to ‘network’ with other professionals who share similar academic interests.

Next Steps
Complete the submission form for your poster. You will need to include the following details in your submission:
- Title of Poster
- Description of Poster (100 words or less)
- Contact Information

All submissions are requested by Friday, March 8th at 5PM EST. If you have any questions, please contact Eleanor H. Oi, Director of Diversity Programming at eleanoroi@rochester.edu (email) or 585-273-4297 (office line). Please put: '19 Diversity Conference Poster Submission in the Subject Line.