

Guidelines for MO SW-PBS Summer Institute Poster Session

Poster Content must include:

The topic must be MO SW-PBS curriculum based including Systems or Practices supported by Data. The strands include:

- Schoolwide & Classroom Systems & Practices
- Districtwide Systems & Practices
- Data Systems & Decision Making
- Tier 2 & Tier 3 Systems & Practices
- Special Interest Topics
- Multi-Tiered Systems of Support (MTSS)

Poster Format Recommendations:

- The posters will need to be free-standing, as they will be displayed on tables.
- Suggested poster size is approximately 30 x 40 inches.
- Use a light colored board for the background. Add color around things you want to highlight, such as a data graph, title, etc.
- Suggested font size for headings is approx. 48 point font. Make the lettering at least one inch high.
- Avoid fonts that are difficult to read (e.g. Script, Old English, etc.)
- If hand lettering is required, use a black felt-tip pen (i.e. Sharpie).
- Written material should be concise. Share more elaborative points as you discuss your poster with others.
- Use graphs, charts and/or tables to illustrate your results. Print in color if possible.
- Have multiple handouts of related school materials available: school brochure, school behavior expectations matrix, school pledge, school data, etc.
- Consider having a “business card” available for participants to take and use to contact you should they have questions about your topic after the Poster Session.
- If you choose to use digital media to illustrate your topic, please note the following:
 - Wifi connection may be spotty. Consider downloading slides or images onto your device.
 - Electrical outlets will only be available for those schools that indicated a need on their proposal form.

Poster Presentation Requirements

- Set up poster 15 minutes prior to the start of the session on assigned table.
- Poster must be manned for entire poster session timeframe by school personnel. The Poster Session will be held on June 4th, 4:15-5:30pm
- Be prepared to engage informally around your poster content with participants

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