



Guidelines for Poster Presentation

Hello!

We are reaching out to you as a presenter of a poster for the upcoming CZC2025 conference taking place June 9-11, to provide some guidance.

The following guidelines are provided to poster presenters at CZC2025 to ensure effective poster presentations with the greatest benefit to presenters and audience and to enhance the quality and efficiency of CZC2025:

Poster Guidelines:

- Maximum poster size is 44”L by 44”W (112 cm x 112 cm) on standard paper to be pinned to a poster board (board will be provided by the Conference)
- Use an easily read type. Suggested minimum font sizes:
 - Title: 36-point type
 - List of authors: 25-point type
 - Body copy should be double-spaced text: 15-point type
- Choose colours to provide a strong contrast and avoid pairing red and green elements to assist those with red-green colour impairments.
- Print a high-resolution copy of your poster to present onsite
- Please also have your poster in pdf format.

Optional Printing Service:

To support authors, the Conference obtained quotes from a local printer in Charlottetown, Freeform Branding. If you wish to use this printer, send your digital poster file to formfreebranding@gmail.com and reference “CZC conference poster”. A member of the Conference team will pick up the printed posters on Friday, June 6 and deliver them to UPEI on Sunday, June 8 by 1pm. It is recommended that you send in your file the week of May 26 or earlier. Printing the week of June 2 may be possible, but please confirm with the printer. When sending your digital file, include your preferred method of payment: e-transfer, debit card, or credit card. A final quote will be provided based on your poster specifications. E-transfers can be made to the email above. The printer will supply an online link for payments by debit or credit card. Payment must be received prior to printing. Please note there are other printers in the Charlottetown area. The use of this service is optional.



Paper Type	Trim Size*	Estimated Cost**
Poster paper (8mil - 200g - satin)	44" x 44"	\$72 + HST15% = \$82.80
Poster paper (8mil - 200g - satin)	44" x 40"	\$66 + HST15% = \$75.90
Poster paper (8mil - 200g - satin)	44" x 36"	\$58 + HST15% = \$66.70
Heavy Bond paper (46lb -180g - matte)	41.5" x 44"	\$54 + HST15% = \$62.10
Heavy Bond paper (46lb -180g - matte)	41.5" x 40"	\$52 + HST15% = \$59.80
Heavy Bond paper (46lb -180g - matte)	41.5" x 36"	\$44 + HST15% = \$50.60

**Note 1: The final cost will be based on the actual size of your poster. Different dimensions are offered to give you a sense of how the cost changes based on size. Poster paper can accommodate the conference maximum of 44" x 44". Heavy bond paper has a maximum width of 41.5". **Note 2: The estimate is based on single-sided, normal colour printing. The final price may increase if the poster requires heavier ink use (e.g., use of rich ink across the whole background).*

Poster set-up is scheduled for Sunday, June 8, 1:00 pm to 4:00 p.m. Each poster will be assigned a number corresponding to a pin-up space on poster boards in the poster display area; this will be communicated in the coming weeks.

Poster presenters are expected to be present at their posters in the poster display area to explain and discuss their posters with conference delegates during the poster session from 4:30 to 6:15 pm on Tuesday, June 10. The poster display area is located within Don and Marion McDougall Hall.

The presenter registration deadline was April 30. Thank you to those who have already registered!

If you haven't registered yet, we kindly ask that you do so as soon as possible. Space is extremely limited, and once tickets sell out, we will no longer be able to accommodate additional delegates.

CZCA strives to maintain high quality for its conference programs. This conference aims to create a space where different knowledge systems, practices, stories, and perspectives can come together and learn from each other. Posters should contribute to the body of knowledge and collective understanding of what coastal stewardship and management could look like through the lens of relationships; build common ground across communities, professions, sectors, goals, and values; and connect over a shared passion for coastal zone resilience.

If you have any questions, please do not hesitate to reach out. We look forward to seeing you!