

# Instructions for Posters

## 2025 Nursing Research Summit and Malasanos Lectureship

### April 11, 2025

Detailed guidelines for preparing your poster and templates for the large 48-inch x 36-inch (4 x 3') tri-fold formatted posters are located at [Poster/PowerPoint Resources](#). Please be sure that your abstract authors match your final version and that your mentor has approved your poster *before* it is printed.

You must email your final poster PowerPoint slide, which is a presentation on 1 slide only, by **Friday, March 21st at 5 pm** to Patty Youngblood ([pyoungblood@ufl.edu](mailto:pyoungblood@ufl.edu)). Your poster will not be judged if your PowerPoint slide is not received by the deadline.

### CON Students and Faculty submission:

You are responsible for purchasing and can choose where to print your poster. Two local options are the Architecture Lab and Target Copy.

1. The Architecture Lab is in Room 118 in the School of Architecture on campus. The Lab charges \$3.00 per linear foot on bond paper. Technology consultants are available to help. You will need a valid Gatorlink account to print as a student or faculty member. If you have questions, please call the Architecture Lab at 352-392-1009.
2. Target Copy (372-0215) on West University Avenue (376-3826) can print your poster on regular bond, heavy coated or glossy paper. Please email Target Copy Customer Service for support and pricing [service@target-copy.com](mailto:service@target-copy.com) Please plan for and **allow up to 1 week minimum for printing**.

NOTE: While we plan to have the vertical standing poster board displays, there is a limited supply. You will be notified as we get closer to the summit if you will need to purchase a tri-fold poster board to display your presentation on a tabletop. The 4' x 3' tri-fold cardboards can be found at office supply stores. are 4' x 3', so you must print a 4' x 3' poster. You are responsible for providing your own tri-fold poster board. You will set up your tri-fold on a designated table on the ground floor the morning of the Research Summit. Be sure to have your board set up by 8:00 am.

### UF Health/Shands submissions:

Please contact Jennifer Pruitt at [pruijm@shands.ufl.edu](mailto:pruijm@shands.ufl.edu) for help with your poster template.

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## **VA submissions:**

Please contact either Jennifer Rossi at 352-548-6000 ext. 3332 <mailto:jennifer.rossi@va.gov> or Rosemary Adams at 352-548-6000 ext. 5440 <mailto:rosemary.adams2@va.gov> for help with your poster template.

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**Remember: Everyone must email [pyoungblood@ufl.edu](mailto:pyoungblood@ufl.edu) their PowerPoint poster 1 slide due **Friday, March 21st at 5 pm EST** .**