SUMMIT 2024
Scholarship of Teaching and Learning

POSTER PRESENTER INSTRUCTIONS

These instructions apply to SoTL and Scholarly Teaching Posters.
A separate document covers instructions for SoTL and Scholarly Teaching Live Sessions.

REGISTER FOR THE CONFERENCE

All presenters listed as an author on a poster session must register for the conference by Sept. 10 in order to be included in the program. If you have a contributor to your poster who will not be attending the conference, simply acknowledge them as a contributor elsewhere on the poster.

CREATE YOUR NAME BADGE + PERUSE THE PROGRAM

Beginning in late July, registered participants will be able to view the program and create a "name badge." Creating a name badge allows you to use the chat function to connect with others, an essential part of the virtual conference experience. Poster presenters are required to create a name badge.

PREPARE YOUR POSTER AND VIDEO

Your virtual poster should be a single page in PDF format that displays the content described in your proposal in a visually appealing style. PowerPoint is a popular choice for designing posters. Many tutorials for creating conference posters can be found online. Some excellent examples of conference posters can be found in the poster section of *Teaching and Learning Inquiry*.

You will also create a video of less than five minutes to accompany your poster. This video should offer participants a guide to your poster content. You may choose whether or not to show your poster in the video, and whether or not to appear on camera. Your video should be uploaded to either Vimeo or YouTube in order to be compatible with the Oxford Abstracts poster gallery system.

By August 31, 2024, please submit your poster (as a PDF) and video (as a Vimeo or YouTube link) via the Oxford Abstracts system by returning to your proposal and uploading them where indicated.

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PLAN TO INTERACT WITH PARTICIPANTS

Your virtual poster and video will be displayed during the entirety of the conference. You will also be assigned to a 30-minute poster session time during which you should be available online. Participants will be encouraged to reach out to you during this poster session time via the Oxford Abstracts chat function with questions or comments about your poster. If you would like to add additional ways for participants to dialogue with you (for example, via email or Zoom), please indicate it on your poster.

Thank you for your contributions to the 2024 SoTL Summit!

Contact us with any questions:
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KENNESAW STATE UNIVERSITY
CENTER FOR EXCELLENCE IN TEACHING AND LEARNING