



2026 POSTER SUBMISSION CHECKLIST

☐ STEP ONE

- Review the attached list of accepted posters.
- Make note of your assigned poster number, as it will be used throughout the poster presentation process.
- Register for the Annual Conference, [click here](#)

☐ STEP TWO

- Review the **2026 Poster Format Guidelines** for instructions on designing and formatting your poster.
- Follow the submission instructions to upload your completed poster.

☐ STEP THREE

- We will review your poster to ensure it meets the required dimensions and formatting guidelines.
- Once your poster has been approved, you will receive an email confirming that it is ready for printing.
- Final posters must be submitted no later than **Sunday, July 26, 2026**.

☐ STEP FOUR

- This year, presenters are responsible for printing their own posters.

☐ STEP FIVE

- Please arrive at the hotel on **Friday, August 7, 2026**, to set up your poster.
- All posters must be set up by **2:00pm**.
- Your poster board will be assigned in advance, and all necessary display materials will be provided at your assigned space.

Questions? Email janna@laasmbs.org