## Letter to Poster Presenters

We are looking forward to your poster presentation during the 2020 NACWPI National Conference in October and thank you for your willingness to adapt your presentation to an online format. Although holding our conference online will be a new experience for all of us, we are excited about the possibility of having more members of our community engage with our presenters and their wonderful content this year.

Here are a few updates to keep in mind as you prepare your presentation. In order to ensure that all accepted proposals can be presented online, the program committee has modified the length of each presentation. Posters will be made available for viewing at least 2 weeks before the conference begins, and they will remain visible until the end of the program. Each poster presenter will be assigned a 15-minute time slot to interact with conference participants live. A moderator will be provided to assist with introductions, facilitate Q&A, and manage the time. There will be additional opportunities during the conference for you to network with colleagues who may wish to further discuss the presentation, thus we encourage you to remain engaged throughout the conference and interact as much as possible.

Posters will be displayed electronically on attendee’s computers and mobile devices via a platform called [*The Learning Toolbox* by Kubify](https://ltb.io/eposters/). The software will be purchased and provided at no cost to you. A separate email will follow soon to introduce the platform and we will also schedule a training webinar to help you get started. We think you will appreciate the rich content capabilities of the software. *The Learning Toolbox* allows you to present your research or topic with a visual display supplemented by videos, images, audio examples, documents, surveys, weblinks, and more. You will control the layout and complexity of your presentation, from very basic to comprehensive. You can also share your poster with others by activating permission settings and use the software’s built-in chat function to engage with attendees about your work.

Please note that posters must be assembled **by 12 noon Mountain Time on Thursday, September 10** so they may be published online. Additional edits may be made after this deadline; however, the core presentation must be completed at this time.

We are looking forward to hearing your poster presentation in October and appreciate your valuable contribution to the 2020 NACWPI national conference.