Call for Posters

Roger Williams University
Providence, Rhode Island

Encuentro 2018 is a convening to exchange ideas with fellow practitioners and advocates for Latin@ historic preservation. **Latin@s in Heritage Conservation** invites proposals for posters on historic preservation as it relates to Latin@ peoples and sites across the United States, with a specific emphasis on the Northeast. **Students are especially encouraged to submit proposals.**

Proposals are due by 11:59pm CDT on January 5, 2018

What is the Poster Session?
The Poster Session is a format to share case studies in Latin@ historic preservation. It offers an alternative for presenters eager to share their work and can be especially useful for works-in-progress, students seeking feedback, or first time conference attendees.

Topics Areas:
- A site connected to Latin@ history that has been saved or lost.
- A site connected to Latin@ history that has been designated, preserved, adapted, and/or reused or that is being considered for designation, preservation, adaptation, and/or reuse.
- An example of historic preservation used for raising cultural awareness in the Latin@ community.

When is the Poster Session?
The poster session will be held on Friday, April 27, 2017 at the Roger Williams University Downtown Campus. Set-up will start an hour before the Poster Session begins.

To Submit a Proposal
All submissions must be sent via email to latinoheritageconservation@gmail.com with the subject line "*Encuentro 2018* poster" by 11:59pm CDT Janaury 5, 2018. In your email, please include:

1. Contact information, including participant(s)' name(s), address(es), email(s), phone number(s), and affiliation(s), and a brief explanation of needs. (You may request ½ of a 6' table and/or access to one electrical outlet. An easel and cardboard on which to display your poster will be provided for all.) Wireless internet access will be available. *Participants must provide own computer if one will be used in the presentation. Due to limited space, projectors may not be used during the poster presentation.*

2. An abstract of no more than 300 words (including title) that explains and promotes the case study.

3. A one-page C.V. or resumé for each participant.

4. Include a simple one- or two-page visual mock-up of the display (e.g., created in Word, Excel, PowerPoint, Photoshop, Illustrator, Publisher, etc. and saved as a PDF).

You will receive a confirmation email within three business days. You will receive notification of whether or not your proposal has been accepted by January 31, 2018.

How Will Your Proposal Be Judged?
Students will receive priority for the Poster Session. The review committee will consider the persuasiveness of your abstract, the persuasiveness/quality of your visual presentation, and your project's relation to major issues and questions in Latino historic preservation.

Permission for use:
The creators of all accepted posters will grant LHC permission to use digital copies of the posters for LHC educational materials, publications, media productions, public relations releases, and electronic or Internet content including social media. Use rights granted to LHC will not be transferred to others and creator(s) will be acknowledged in all instances in which a poster is reproduced by LHC. Creator(s) will maintain any copyrights they may hold.

Poster Guidelines:
Posters are to have finished dimensions no larger than 36"x48". Posters should be designed electronically using Microsoft Word, Photoshop, or your preferred software program that can be saved as a PDF file (for images use a minimum 300 dpi, recommended 600dpi). Accepted posters will be submitted electronically as a PDF file as well as printed on paper up to 36"x48" to be displayed on a cardboard backer placed on an easel (cardboard and easels will be provided on site).

*Please note that internet access will be available for the poster session should you also want to share a website or additional digital content (you must provide your own laptop or tablet). However should service be interrupted for any reason, you may wish to save any websites or videos to your hard drive so that you are able to navigate the site without internet access.

Formatting and Content Advice
A good poster should introduce your topic, research questions or goals, methods, and/or best practices, and what was accomplished and what you learned. Be sure to include the following:
• Give the poster a title.
• Use captioned images to illustrate your points (include a title, photographer, and date).

• Keep text brief. Edit carefully. The test of a good poster is if someone can read it in two minutes and understand your main points.
• Use backgrounds and graphics to enliven the look of the poster.

Printing and Shipping Advice
You have a few options for printing and shipping. If you are traveling to Providence from out of town, you may print the poster at home, roll it in a poster tube, and ship it to your hotel. (More details will be provided closer to the annual meeting.) You may also print your poster at home and carry it on the plane. If you do not wish to ship or transport the poster, you may email your poster file to a print shop in Providence and pick it up there.

Presentation Advice
Poster participants should be prepared to give a brief oral introduction to the project and answer questions. A maximum of four presenters per poster is best. Presenters are encouraged to bring handouts or other supplementary materials, a sheet to record contact information for attendees who request additional information, and business cards.