

Poster Presenter Guidelines

Suggested guidelines for an effective poster presentation are outlined below. The poster should be no larger than **36 inches high by 56 inches wide (landscape)**. **Posters exceeding these dimensions will not be displayed.** While size constraints are the only poster requirements, the following template and guidelines are provided for your convenience. Poster awards will be given for the three best posters (see “Poster Judging Criteria”).

Poster Content

- Poster content should be based on, and follow the guidelines for, your abstract.
- Major sections may include:
 - *Title, authorship and institution*
 - *Background*
 - Clear statement about the topic of your poster (nature and purpose), research question, or aim.
 - *Methods*
 - Briefly document the research steps (study design, sample, and analysis methods).
 - Use bullets.
 - *Results*
 - A concise summary of the sample (if conducting human subjects research).
 - Highlight main findings, describe what you discovered.
 - Figures should be self-explanatory (with title, labeled axes, symbol definitions, figure legends, etc.).
 - Figures more than tables provide color and attract the viewer’s attention.
 - Consecutively number figures and tables according to the order in which they are presented.
 - *Significance*
 - Specify implications of the completed project.
 - How this research will advance the field.
 - **Include a statement of future plans.**
 - *References*
 - Include reference list for any references cited.
 - *Acknowledgments*
 - Name of Mentors.
 - Who supported the research; i.e., cite the grant(s) that support you and your research.

General Aim and Format

- Effective posters use pictures and/or graphs to present results and to elicit dialogue with your audience.
- Keep text brief (do not include the entire abstract on the poster).
- Use bright, contrasting lines and symbols on your visuals.
- Use bullets rather than dense paragraphs of text.
- Colored borders, headers, and accents are fine, as well as color illustrations and photos.
- Include, where appropriate, flow diagrams, figures and tables, and figure and table legends. Use high-resolution photographs and clear graphics to enhance readability.
- Your poster may be generated using your choice of software. PowerPoint instructions are included at the end of this section for both PC and Mac users.

Design and Layout Specifications

- Your poster should be **36 inches high by 56 inches wide and in a “landscape” (horizontal) orientation**.
- Text should be readable from five feet away. A *minimum* font size of 40 points is suggested.
- Lettering for the title should be large (recommended up to 60-point font).
- Each visual (figure, pictures or table) should have a *brief* title.
- Cite and reference any sources of information other than your own, just as you would do with a research paper. "References Cited" is placed at the end of the poster.

Day of Poster Presentation

- You will be expected to hang your poster the evening of April 23rd or before breakfast on the morning of April 24th.
- Before the poster session, rehearse a brief summary of your project. Viewers will want a quick "guided tour" of your poster. Don't be afraid to point out uncertainties in your work; this is where you may get useful feedback.
- Once your assigned session starts, stand near the poster. Be prepared to answer any questions.
- Remove your poster after lunch on Wednesday, April 25th. Please leave the push pins in the cup attached to the board when you remove your poster.

Generating a Poster Using PowerPoint

Slide Setup:

- Poster will be created on one slide.
- The page size of that slide must be your desired print size (**36 inches high by 56 inches wide, landscape view**). The page must be sized **before** creating the poster. The print quality will be substandard if the poster size is changed after creating the poster.

Set Slide Dimensions:

- **For Power Point 2007 and PowerPoint 2010 for Windows:**
 - Select DESIGN tab, then PAGE SETUP.
 - Select CUSTOM from the “Slides sized for” dropdown and enter desired poster size in inches.
- **For Power Point 2008 for Mac:**
 - Select FILE, then PAGE SETUP.
 - Select CUSTOM from the “Slides sized for” dropdown, enter desired poster size in inches.
- **For Power Point 2011 for Mac:**
 - Select the THEMES tab, then PAGE SETUP.
 - Select CUSTOM from the “Slides sized for” dropdown, enter desired size of poster in inches.

Poster Template:

- You may design your poster using the template provided on the meeting website
 - <https://pridecc.wustl.edu/index.php?cID=328>
 - You can adjust the color scheme and setup as necessary to accommodate your own needs for graphs, pictures, and tables.
- Additional poster design templates may be found at:
 - <http://www.postersession.com/poster-templates.php>.