

## Academic Poster Information

### Poster Basics

At least seven elements are needed on your poster. Each of these elements may occur under separate headings or some elements may be integrated on the poster.

1. Project Title. Your Name. Your affiliation. Your mentor's name.
2. Introduction
3. Methods/Project Plan/Scholarly Approach
4. Results/Project Findings/Scholarly Creations
5. Discussion/Conclusions/Future Directions/Next Steps
6. Acknowledgements
7. References/Literature Cited/Works Cited

### How to Make a Poster & Poster Tips

Create your poster in PowerPoint as one very big slide (often 56 inches wide x 36 inches high, but check with your advisor). Templates are available to help you get started, check the web or ask Dr. Rettig.

Include the seven elements listed above, plus images that help your poster tell a "story" about your project.

Title = 60-72 pt. font. Authors & Affiliations ~25% smaller. Use non-serif fonts like Helvetica, Arial, or Geneva. Never type the title in all capital letters.

Headings = bold 32-48 pt. font. Use non-serif fonts like Helvetica, Arial, or Geneva.

General text in the poster = 24-32 pt. font (never below 20 pt.). Use serif fonts like Times, Times New Roman, or Palatino.

Use light-colored backgrounds and dark letters. Use color on your poster, but limit yourself to just a few colors so that you don't visually overwhelm those viewing your poster.

Keep it short and simple. Use an active voice (unless your advisor says otherwise), short sentences, simple words, and fewer words. These traits will make your poster more readable and thus you will communicate your scholarship more effectively.

Proofread again and again. Have others proofread your poster while you proofread theirs.

**Always check with your mentor** to verify that the elements of your poster match the style for your academic discipline.

### When your poster is done

- If your computer offers color options, please select CMYK colors. These will give you a more true color transfer to the poster than the RGB color option.
- Save your poster as a .ppt file and as a .pdf file. Store the document on a CD or Thumb Drive only.
- Call Sue Bishop in Office Services [ext. 6797] to make an appointment to print your poster. To eliminate a rush, **please call a week or more before you need to print**. Plan on having a 30-45 minute session for printing your poster.
- Remember to take your account number with you.
- Carefully proofread the smaller 13 x 19 inch version of the poster to catch errors before the big version is printed. You cannot make major changes at this point.
- Once printed, store the poster in a safe place so it will not get damaged.

- If you have a science research assistantship funded by the Anderson or Bowen Endowments, **please send an electronic copy of your poster to Dr. Rettig** [rettig@denison.edu].
- If you have a project funded by the Young Scholars Program, **please send an electronic copy of your poster to Dr. Boone** [boone@denison.edu].

**Useful Websites** (better sites are in the top portion of the list)

-North Carolina State University. This is an extensive site focused on teaching students about effective poster creation and presentation.

<http://www.ncsu.edu/project/posters/NewSite/> Accessed June 27, 2008

-Purrington, C.B. 2006. Advice on designing scientific posters. This is an extensive site aimed at undergraduates in the sciences. Includes templates.

<http://www.swarthmore.edu/NatSci/cpurrin1/posteradvice.htm> Accessed June 26, 2008

-Stanford University. This website includes tips for those making posters in the Humanities and in Service Learning.

[http://ual.stanford.edu/OO/research\\_opps/SURPSResources.html](http://ual.stanford.edu/OO/research_opps/SURPSResources.html) Accessed July 1, 2008

-Washington Space Grant Consortium. The Basics of Poster Design. Good coverage of the basics and some nice examples of different styles of posters.

<http://www.waspacegrant.org/posterdesign.html> Accessed June 27, 2008

-Society for Conservation Biology. Good coverage of the basics and includes a template.

<http://www.conbio.org/studentaffairs/posters> Accessed June 29, 2008

-University of Kansas Medical Center. This site has tutorials on many aspects of poster creation. [http://www.kumc.edu/SAH/OTEd/jradel/Poster\\_Presentations/PstrStart.html](http://www.kumc.edu/SAH/OTEd/jradel/Poster_Presentations/PstrStart.html)  
Accessed June 27, 2008

-Graduate School of The University of Warwick

<http://www2.warwick.ac.uk/study/csde/gsp/postercompetition/advice> Accessed June 27, 2008

-Preparing Effective Posters

<http://faculty.washington.edu/scporter/INQUAposters.html> Accessed June 27, 2008

-American Society of Plant Biologists. How to Make a Great Poster.

<http://www.aspb.org/education/poster.cfm> Accessed June 27, 2008

-Society for Industrial and Applied Mathematics

<http://www.siam.org/meetings/guidelines/poster.php> Accessed June 27, 2008

-American Chemical Society

[http://portal.acs.org/portal/acs/corg/content?\\_nfpb=true&\\_pageLabel=PP\\_ARTICLEMAIN&node\\_id=1747&use\\_sec=false#P54\\_6677](http://portal.acs.org/portal/acs/corg/content?_nfpb=true&_pageLabel=PP_ARTICLEMAIN&node_id=1747&use_sec=false#P54_6677) Accessed June 29, 2008