

GUIDELINES FOR POSTER PRESENTATION

A poster is not a paper; it is more like a billboard. You have less than two minutes to get the idea of your project across to your audience. Do not burden them with data; rather leave them with the concept of your project.

The following are important pieces of information, which should be included on your poster:

Your Name

Project Advisor's Name

Title of Project

Objectives (list no more than three)

Methods (How did you go about the project?)

Results (list them or use visuals -- graphs, pictures)

Conclusions

*Reference information does not have to be on the poster, but be prepared to provide this information if asked

When preparing your poster remember:

Be Simple: Do not include too many details - you are there to provide additional information to the viewer. Emphasize results and conclusions. Format text as bullet points, especially the conclusions.

Think Big: Everything should be legible from 4 feet away. The poster may be whatever size you need to get all your information included. Remember to use large type (2-3" in height) for your title and major headings. Suggested type sizes: use 84 pt for title, 42 pt for authors and addresses, 30 pt for section headings, 24 pt for text.

Be Colorful: Use color to provide both consistency and highlights. Remember that you may be the only person there who understands your area of study! Be sure to succinctly, but thoroughly, present your research findings.

Present Data in Graphs: Remember –“a picture is worth a thousand words” and avoid tables of data if possible. To display data, use a bar or line graph. People will not remember numbers, but they will remember a "trend line.” Keep graph labels short. If a longer label is required, consider using all horizontal labels rather than a vertical one to avoid twisting heads in your audience.

If you are using an easel, your poster will need to be stiff enough to stand up on its own. Regular poster board does not stand up well on our easels. Plan to use foam board or bring some type of firm backing for your poster.

Engineering students will have their poster evaluated by the College of Engineering Honors Committee. The top three will have their posters displayed in Marston. There is a size limit for the display case. Posters should be no larger than 36" x 48". Students in the Colleges of Agriculture & Life Sciences, Human Sciences, and Liberal Arts and Sciences will have their poster evaluated by their college committee.

Resources available on campus for putting your poster together include:

- Printing Services, Printing Building
- Honors Computer Lab - Macintosh and Dell computers loaded with various word processing and graphics software packages. A laser printer is also available.

Allow plenty of time to plan and complete your poster. If you are using photos and graphics, two to three weeks may be necessary.

The University Honors Program will pay for the printing cost of your poster (up to \$20). If you meet the following requirements:

- Presenting your Honors Capstone Project at the Honors Poster Presentation
- **Poster is printed at the Center for Technology in Learning and Teaching (CTLT) in 0640 Lagomarcino Hall.**
- Poster size is 3' x 4'
- Maximum payment shall not exceed \$20

The University Honors Program has an account at this printing center. You will need to pick up an intramural form from the Honors Administrative Office in 2130 Jischke, before you submit your poster to be printed.

All Honors students are required to present their Honors project at the Poster Presentation.

Any questions regarding the poster presentation please contact Laurie Smith Law 294-4371.