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.

A tri-fold poster board works well because it will sit on a table. You can purchase these at the University Bookstore, Hobby Lobby, Michaels, or Wal-Mart. 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 44” x 33”.

College of Liberal Arts and Sciences and College of Agriculture students 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.**

* A reimbursement of $20 maximum can be requested to help with a portion of your expenses. Please request a form from the Honors Administrative Office in 2130 Jischke or e-mail Diane Maxwell at dmaxwell@iastate.edu. **A Receipt is Required.**

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

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