Poster Presenting 101

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Key Elements of poster design

1. Font Style & Size
   - Font: Times New Roman(Titles) and Arial(Body Text)
   - Font sizes: Title 100-85pt
     Authors' names 60-50pt
     Headings 36pt
     Primary text 24pt
     Minimum font = 18pt
2. Color Scheme
   - University or organization scheme
3. Graphics
   - When resizing make sure formatting and alignment are intact
4. Institution Template
5. Content Distribution
6. Readability
   - Be sure text is legible at a distance
   - Avoid clutter
   - Organize data in tables & charts
7. Proofreading
   - Ask multiple people

Key preparation for poster presentations

1. Elevator speech
   - Who you are
   - What you did
   - Why it matters
2. Professional Dress
   - Men: Slacks, dress shirt, tie, suit jacket (optional)
   - Women: Slacks/pencil skirt, dress shirt, dress
   - Shoes: professional, but comfortable (you will be standing)
3. Poster Copies & References
   - Have several of each printed
4. Business Cards
   - Free @ www.vistaprint.com
5. Key discussion points
   - If someone only has five minutes at your poster what do you tell them
   - What you did, how you did it, what you found, why it's important
6. Approachability
   - Look alive!
   - Don't stand with arms crossed
   - Engage people that are walking past
     - "Are you familiar with ABC"
7. BRING THE POSTER!

Key elements of oral poster presentations

1. Elevator speech
2. Introduction/Background
3. Objectives/Research Question
4. Methods
5. Results
6. Discussion
7. Conclusion/Next steps