

Undergraduate Research and Creative Activity Forum

Poster Presentations

Please check with the UGR Office for more information on set up and presentation times and venue.

Poster Guidelines

Poster format, styles and elements vary among disciplines. However, the format describe in here serves as a guide for any discipline.

A good poster shows good composition and is:

- Well designed
- Uncluttered
- Legible
- Easy to read
- Straightforward
- Where visuals tell the story you want to convey that incorporates appropriate, brief text

For the purpose of the Undergraduate Research and Creative Activity Forum the following elements are recommended:

- Title, author(s) & mentor(s)
- Department
- Introduction
 - Background information (existing body of knowledge) on the topic properly cited
 - what others have done, points of views, etc.
 - Gives the reader an outline of your project
 - Contains the rationale for the investigation and the significance of the research/creative activity (e.g. importance, existence of a gap in the body of knowledge in the discipline, impact on society, etc.)
 - Contains the central question(s) and objectives
- Methodology/approach
 - Description of procedures or approach or theoretical framework
- Results
 - Description of findings/outcomes using tables, figures, photos, etc.
 - Figures, tables, photos must be consecutively numbered
 - Figures, tables, photos must contain legends (captions) that describe the contents very concisely
 - Axes on graphs must have titles
 - Analysis of the results
- Discussion and conclusions
 - Insightful connections of the results/findings to the central question and objectives of the research/creative activity
 - Insightful connections of the results/findings to existing body of knowledge
 - Relevant implications
 - Unanswered questions
 - Further studies
- Literature Cited or references or bibliography
 - Keep it short. Use the most relevant
 - Use the APA style

- Acknowledgements
 - Mentorship
 - Funding

Poster Dimensions

Posters will be hung from a poster stand (see picture below), which accommodates 46” W x 36” H and 46” W x 48” H poster boards.

Poster Template

Use Microsoft Office PowerPoint to build your poster. Set up the dimensions of the poster using page set up under the File menu or on the Design tab of the newest Microsoft PowerPoint versions. Create your poster by inserting text boxes, pictures, graphs, etc., as you would do for a regular PowerPoint presentation.

Font Style & Size

Arial is an easy font to read. The rule is to avoid “decorative” fonts (e.g., **Comic Sams**, **Apple Chancery**, *Lucida Calligraphy*, etc.). The font size depends on the poster section. As a general rule, the reader should be able to read all poster sections at a distance of at least 4 feet. Use a large font size for the title (e.g., 72 – 60 point font) to attract readers across the room and smaller size for the rest of the poster.

Logos

Use MSU approved logos for academia

Online Resources

Here are some websites that may help you with the preparation of your poster:

<http://unh.edu/urc/poster-presentation-help>

<http://www.ncsu.edu/project/posters/>



Poster stand available at MSU