

Biology 3A
Presentation Poster General Information

Now that you have completed your research project, the next step is to convey the information. This can be in the form of a peer-reviewed paper, oral or poster presentation at a conference. For Biology 3A, you will present your research as a poster.

In order to be eligible to be able to present your findings at a conference, you must meet the abstract deadline set by the conference organizers. If you do not meet the deadline, you will not be allowed to present. We will hold this same policy for this Biology 3A assignment as well.

Your instructor will go do's and don'ts for the poster so that you will not make the common mistakes. Please use these general formatting guidelines for your posters as you work on your poster in Microsoft PowerPoint.

Each group will only have one slide for their poster!!!!!!

Using Microsoft PowerPoint → Page setup (for 2007 it's under the Design tab)

- change the following : width to 40 in & height to 30 in
- Slide orientation → landscape

Use these Font Sizes: The posters around SM 244 and in the SM lobby area are utilizing these font sizes.

- Title → 72 – 100
- Name → 65
- Affiliation → 45
- Headings → 40 – 45
- Body of text → 28 – 36
- Figure captions → 24

Inserting photos and figures → do not insert a photo that is 8.5" x 11" with a high dpi

- Make sure that you do not distort your photos and figures

Components to have in your poster in addition to the title, name and affiliation → Introduction, Methods & Materials, written Results, Figures (graphs/photos/diagrams, etc), Discussion, Lit Cited & Acknowledgements

DO NOT JUST CUT AND PASTE YOUR WRITTEN PAPER INTO THE POSTER!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!

YOU MAY NEED TO REWRITE PORTIONS OF EACH SECTION SO THAT THEY ARE DIRECT AND TO THE POINT!

Once you have completed your poster YOU NEED TO CHECK FOR GRAMMER AND SPELLING!!!!!!!!!!

Save and bring your poster on a flash drive for printing. If there are errors in your poster, you will need to have them corrected before they will be printed. Do not email your posters to me or yourself as the files may be too large. To check your file size, go under the Properties to see the size. Your poster should be around 1.3 MB in size. Students that used a lot of high dpi photos have sizes from 13 – 188 MB.

All posters will be printed at the latest 24-48 hrs before the presentation.

Sorry...There will be no posters printed the day of the meeting!!!!!!!!!!