

Undergraduate Research Symposium

Preparing a Poster

On the day of the poster session:

- Tables will be pre-positioned in the CBIS, 1st and 2nd Levels Atrium by noon.
- Posters are assigned specific locations in accordance with the printed UGRS program.
- Allow sufficient time for check in as well as unrolling and mounting the poster on your poster board. You must purchase the poster board in advance; poster boards will **NOT** be available on-site the day of the event.
- Bring your poster and poster board to the CBIS, 1st and 2nd Levels Atrium no later than one half-hour before presentations begin.

Posters are an effective means for presenting a summary of your work in a visual and interactive fashion. Your posters should illustrate your research in a colorful and engaging way. Here are some [layout suggestions](#). Keep your words to a minimum and use pictures, graphs and figures to illustrate your work as much as possible.

Preparing your Poster:

- Prepare your poster on a 3-panel, **fold-out poster display board that's portable and free-standing**. Maximum display width is 4 feet. **Poster display boards can be purchased at the bookstore, office supply stores and most art supply stores**. A computerized preparation is recommended, but not required. Public PC workstations with Adobe CS6 InDesign, Illustrator, and Photoshop are available in Sage 4510 and the VCC Lobby (the six PCs closest to the scanners in the VCC Lobby, hostnames: VCC-PC-01 through VCC-PC-06).
- Consider using additional props, such as prototypes or a laptop display, but avoid the bulky, loud, and hazardous. All must fit within the 4-foot space allotted. Experiments can be presented as video clips on a laptop. **Network connections are wireless only. Be certain that your laptop computer is fully charged. There is no power available.**
- Plotters in the VCC (vcplt and vcpltg, the large format color printers most students use to produce their posters) are very busy in the final days leading up to presentations. Prepare your poster well in advance --- there will little time for set-up and, aside from push pins, no other supplies will be available.
- The title of your presentation should appear at the top of your poster and be at least 1 inch high and legible from at least eight feet away. Below the title indicate the team members' names, faculty sponsor, and departmental affiliation(s). Lettering should be large enough to be read from at least four feet away.
- Use pictures, graphs, figures rather than text wherever possible. Bright colors will greatly enhance the attention of the viewer. A common way to organize a poster is in the form of 8.5 x 11 panels. Each panel describes one aspect of your project.
- **Use text sparingly.** Try to have a panel stating the main result of your research in 6 lines or less. **People don't enjoy reading a lot of text.**

- The flow of your poster should be from top left to bottom right. Use arrows and/or numbers to lead the viewer through the poster.
- **Script.** Prepare a short explanation/presentation of about 5 to 10 minutes that you can give periodically to those assembled around your poster. Your scripted review should explain your project and its importance. Be prepared to answer questions.
- Directions for [poster-size printing to VCC plotters](#).

Additional Suggestions:

- Stick with colors which provide good contrast. For example: black on white, green on white, red on white, and navy on white.
- Use only white backgrounds. Printing colored backgrounds on Institute plotters is slow and saturates the poster with ink.
- You may want to consider organizing your poster in three vertical columns.

<p>Column 1: Objective & Methods</p> <p>Provide schematic/pictures of experimental set-up.</p>	<p>Column 2: Results</p> <p>List results as bulleted points followed by graphics and pictures.</p>	<p>Column 3: Discussion & Conclusions</p>
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- [Watch Professor and judge](#), Lee Odell, along with Rensselaer alum, Caitlin Piette, share their tips, helping you make an outstanding presentation of your work. (If viewing this video from off-campus, activate the [VPN client](#) to prevent repeated buffering.)