

Directions for Poster preparation for CTSC Research Discovery Day 2025

Mandatory section: Collaborators & Research Personnel

The CTSC Research Discovery Day is highlighting the scientific workforce and their contributions. As part of the poster judging for prizes, you are *required* to include: a section on your poster *or* (if your poster is already printed) a separate 1-page document to be posted next to your poster, called “Collaborators & Research Personnel”. This is an expanded acknowledgements section that includes everyone involved in your project. See below for details.

The **Collaborators & Research Personnel** section should contain the categories listed below for *EACH* person contributing to the research in any capacity, whether a named author or not. This includes PIs, Co-PIs, statisticians, study coordinators, research nurses, lab managers, lab technologists, recruitment specialists, consultants, graduate students, undergraduate students, community partners, etc.

For each person list:

1. Their **full name**.
2. A description of their **specialty, training**, and their **academic discipline(s)**, if applicable.
3. What **unique contribution(s)** they bring to the research project by virtue of their field of expertise and/or experience.

Poster template

The attached poster template can be used as a guide for your poster, however, it is *not mandatory to use this template*. You may format your poster your own way. Be sure to include the following sections:

1. Abstract- Overall 1 paragraph summary
2. Introduction-Brief background and your research question or problem being addressed and why this is important
3. Methods – Methods you followed to conduct the research and collect data
4. Results – Description of your findings
5. Tables/Figures – (optional but recommended) tabular or graphical representations to simplify data visualizations
6. Discussion/Conclusions – Summarize what you found and what it means for an audience who is not in your scientific field
7. Cited work – (optional) bibliography of key publications used to support your research.

3x3 Minute Thesis

If your abstract was chosen for a 3x3 Minute Thesis, you have the opportunity to take part in a globally recognized demonstration of your mastery of research communication skills, an essential

skill required in all areas of the field. Participating in this demonstration is an incredible learning opportunity to boost your presentation confidence, meet a supportive group of like-minded peers, and add a great activity to your resume.

If your abstract was chosen for a 3x3 Minute Thesis, which is not a competition, please follow these instructions:

Rules

- Presentations are limited to 3 minutes maximum and competitors exceeding 3 minutes are disqualified.
- Presentations are to be spoken word (e.g. no poems, raps or songs).
- Presentations are considered to have commenced when a presenter starts their presentation through either movement or speech.
- ONLY 3 PowerPoint slides are permitted. No slide transitions, animations or movement, and are to be presented from the beginning of the oration.
- No additional electronic media (e.g. sound and video files) are permitted.
- No additional props (e.g. costumes, musical instruments, laboratory equipment) are permitted.

Poster Size & Printing

Poster size. Please design and print your poster with these dimensions: 56" wide x 36" high. Poster boards are 6' wide x 4' tall.

For very low cost/high quality printing, please visit the CWRU **Division of Student Affairs** poster printing web page at <https://case.edu/studentlife/activities/services/poster-printing> for directions. The poster order must be placed on Campus Groups here: <https://cglink.me/2cS/s75555> . The cost will be ~\$6-\$26, depending on your status (student/campus department with speedtype/all others).

Payment: The CTSC Research Discovery Day will pay for poster printing *only* if you use the Student Affairs printing. When ordering on Campus Groups, poster presenters should put "*Poster for the CTSC Research Discovery Day, March 21, 2025*" in the section of the form labeled **Special Instructions, Deadlines, etc.** You are responsible for picking up your own poster at Student Affairs and for posting it on the poster board on Research Discovery Day. Push pins will be provided.