# Poster Design

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# Why posters?



Communicate main ideas of your work



Easy to understand, visual format



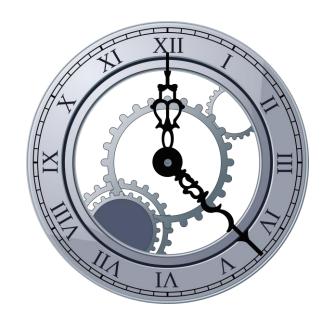
Stimulate interest & discussion

# Qualities of a good poster



### Time

- » Design takes time
- » Minimum of 2-3 days of concentrated effort
- » Leave space for items you don't yet have



#### **Software**

- » Unless you have plenty of time, don't learn something new.
- » Use what you're comfortable with!

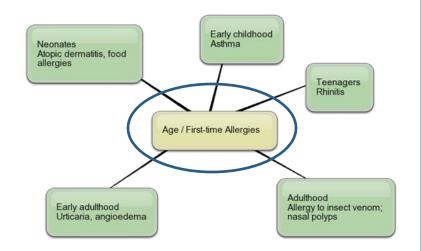


# Getting Started

Where to begin planning your poster

# Main message

- » Short
- » Focused
- » Self-explanatory
- » Prominent in your title



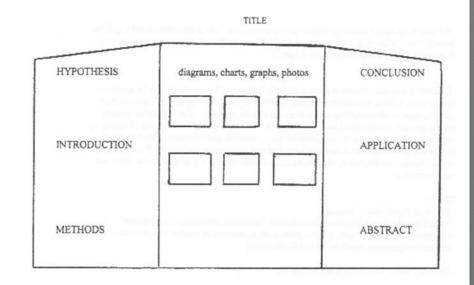
# Capture your audience

- » Less text, more graphics
- » Clear main points
- » Shift long explainations to a handout if they can't be cut



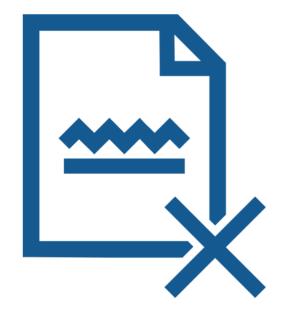
# Lay out your images

- » Sketch out your poster on paper
- » Check for sizing and spacing
- » Limited space



## Edit, edit, edit!

- » People spend less than 10 minutes with your poster
- » 10 seconds to capture attention
- » Remove clutter!



# Be sure you include...

- » Title
- » PI & authors
- » Affiliations
- » Departments
- » School & institution names, logos, and addresses
- » Abstract

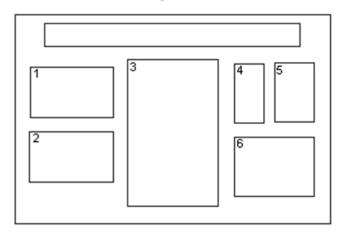
- » Introduction
- » Materials & methods
- » Results
- » Discussion
- » Conclusion
- » Future directions
- » References
- » Acknowledgements

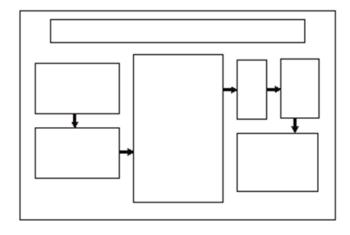
# Layout & Design

Where to place items on your poster and how to make it look good

# **Arranging poster elements**

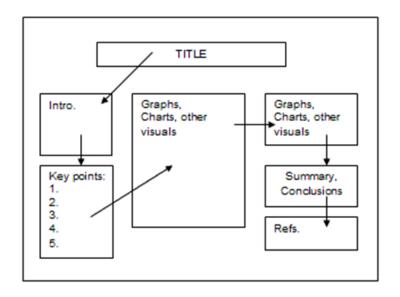
- » Vertically we read center → top → bottom
- » Horzontally we read left → right





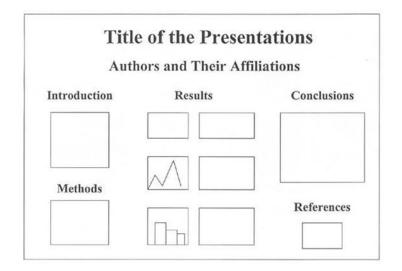
## **Arranging poster elements**

- » Place your content in order of importance as shown
- » Center top position is always your title and name



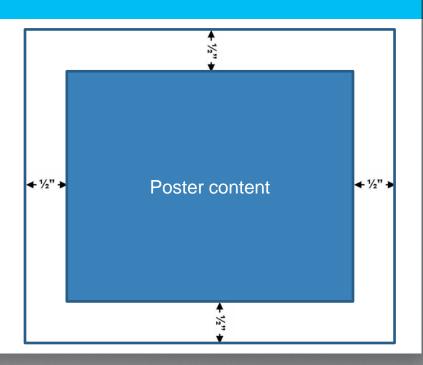
# **Arranging poster elements**

- » Most people use 3-5 columns
- » Use sections to make the information easy to follow
- » Use blank space to highlight or offset information



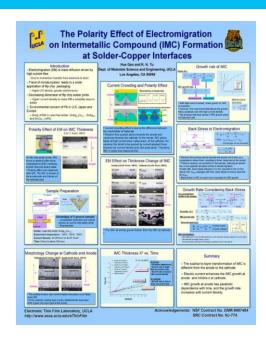
## Space

- » Without space your reader has no visual pauses to think
- » Leave space around sections and images
- » Leave at least ½" margin around the poster



#### **Element size**

- » Size shows emphasis
- » The larger the element, the more the eye is drawn to it and the more important it should be



# Font style

- » Basic, sans-serif font such as Arial, Calibiri, Heveltica, and Tahoma
- » Avoid using multiple fonts
- » Be aware of color



#### Font size

- » Needs to be large; easily read from 4-6 ft. away
- » Test by viewing on your computer at 100% zoom and stepping back

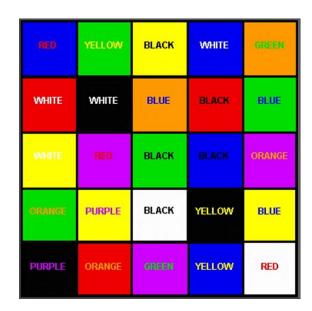
Size:		
_	Arial:	Times New Roman:
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#### Font size recommendations

- » Title: 60 pt bold
- » Authors & affiliations: 48 pt
- » Section headings: Color of your choice, 30 pt bold
- » **Text:** Black, 24 pt
- » Figure, graph, & table captions: Black, 20 pt
- » References & acknowledgements: Black, 20 pt
- » Photo & image credits: Black, 14 pt

#### Color

- » Be aware of color contrast
- » Use it to highlight important information
- » Too much color or patterning will drive people away
- » Dark backgrounds are fine but will cost more to print



# **Formatting**

- » Do not single space!
- » Justify text
- » Use bullet points to highlight important points or lists



# Images, Graphs, & Tables

What makes your poster pop

## **Images**

- 30% text, 40% graphics,30% empty space
- » Use color in your graphics
- » Include captions



Figure 1. Health Centers

# **Images**

- » 4"x5" photos
- » 8" x 10" drawings
- » Place related items close together and offset with white space

- » 300dpi resolution
- » Use .jpg or .png files
- » Avoid .bmp & .gif

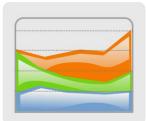
# **Graphs**

- » Avoid complexity and excessive numbers
- » Use color to distinguish groups
- » Avoid fine patterns









#### **Tables**

- » Keep these compact
- » Only use tables when they tell the story better than a graph

Table 4: Installed  $R_{peak}$ 

TOP500 Statistics — Installed R <sub>peak</sub> [Gflop/s]						
	USA/Canada	Europe	Japan	others	Total	
SGI	18895	6885.8	625.6	277.2	26683	
IBM	9563.8	3756.3	258.1	57.0	13635	
Sun	2628.1	787.1	234.4	177.0	3826.6	
Hewlett-Packard	1745.5	496.5		46.1	2288.0	
Fujitsu	48.4	620.8	1370.6	28.6	2068.4	
NEC	256.0	248.0	842.0	64.0	1410.0	
Hitachi		77.0	3200.0		3277.0	
others	4244.8	137.6	125.1		4507.5	
Total	37381	13009	6655.7	649.8	57696	

Mannheim/Tennessee June 10, 1999

# Printing your poster

How to make sure it comes out the way you want

# Saving your poster file

- » Save files as PowerPoint or PDF
- » If working on a Mac or in another program, save as PDF to ensure quality prints



# **Proofread and test print**

- » Have someone else read your poster
- » Do a test print on regular paper: Print → scale to fit → letter size paper → landscape



# **Printing**

- » Freedman Center for Digital Scholarship
- » FedEx in Thwing
- » think[box]





# **Pricing**

- » Freedman Center for Digital Scholarship pricing
- Other places will charge significantly more for posters – sometimes over \$100

Size	Туре	Price		
24" or less length	Regular ma/sgl/gl Prem: ca/ad	\$2/print \$10/print \$25/print		
25-36" length	Regular ma/sgl/gl Prem: ca/ad	\$4/print \$20/print \$50/print		
37-42"length	Regular ma/sgl/gl Prem: ca/ad	\$5/print \$25/print \$70/print		
43-48"length	Regular ma/sgl/gl Prem: ca/ad	\$6/print \$35/print \$90/print		
49-56"length	Regular ma/sgl/gl Prem: ca/ad	\$8/print \$45/print \$120/print		
57-72" length	Regular ma/sgl/gl Prem: ca/ad	\$10/print \$60/print \$145/print		
Cost per add'l ft	Regular ma/sgl/gl Prem: ca/ad	+\$2 addt'l +\$10 addt'l +\$25 addt'l		
Dark, solid background	≤48″ >48″	+\$5 addt'l +\$10 addt'l		
Rush fee	per poster file	\$5		

# **Presenting**

- » Prep a short presentation to introduce people to your poster (3-5 minutes max)
- » Enjoy your accomplishment
- » Be enthusiastic
- » Have fun!

