

Supplementary package for a successful poster presentation

Salaam to all,

This package has been prepared using books and online resources in order to help guide students in the process of making a good poster and giving a spectacular presentation. In this package you can find:

- I. [Key tips about content on a poster](#)
- II. [Sample posters, do's and don'ts](#)
- III. [Oral presentation guidelines and rubric](#)

Key tips about content on a poster

The most important objective for your board is to effectively communicate the facts about your project. You can only achieve that objective if it's easy to read. Over the years, expert newspaper editors, as well as advertisers, have formulated many rules of thumb for readability that we have translated for use on science project display boards. Here are some helpful tips to follow:

- Keep in mind: **less is best**. Too much information crammed into your poster makes it look overwhelming and boring. Keep it simple but effective.
- Images and graphs say more than words. Use big figures that use color.
- Your cool images mean nothing without description.
- Use an organized easy to follow flow for your poster.
- Leave breathing space around your text but not so much space that your poster would look bare.
- Other than your title, the rest of the poster should be left-aligned.
- Title is your best chance to capture your audience. Use catchy phrases, and avoid sentences.
- Use same size and style throughout your main body text and with your headers.
- Use *italics* or **bold** rather than underlining your text.

Font and text size:

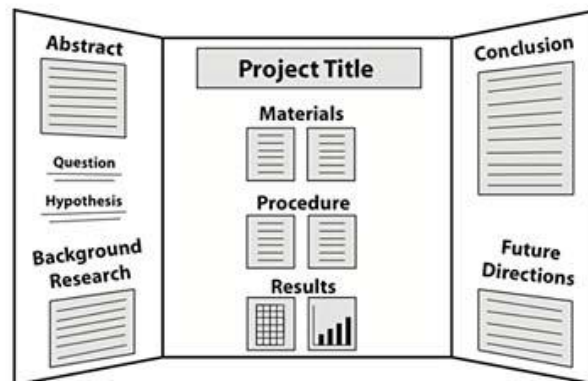
Item	Font Size (points)	Comments
Title	150+	You want your title to be visible from across a room!
Headings	56	Should be easily readable from 5 feet away by someone just walking by.
Subheadings	36	This text is smaller than headings, but more noticeable than main text size.
Main Body Text	18-24	This is a comfortable text size for someone who comes closer to read more.
Captions	14-18	It's OK to make these a bit smaller than the body text if necessary.

- **Stick with traditional fonts** like Arial or similar typefaces.
- Use *italics* or **bold** for emphasis, not for all your text.
- **Don't place your text on top of a picture**; that makes it difficult to read.
- Don't use ALL CAPS; THEY ARE MUCH HARDER TO READ.
- **Don't use reverse type (white text on a dark background).**
It is hard to read. Use black characters on a white (or pastel) background.
- *Don't use artistic fonts.* They are much harder to read.
 - Don't use more than two or three different fonts on your board.

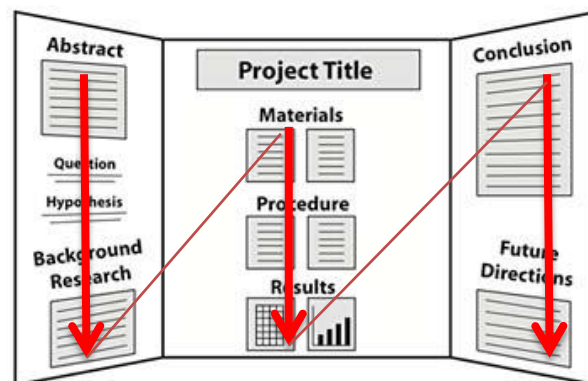
**For more information and tips you can visit: <http://colinpurrington.com/tips/poster-design>

Sample posters, do's and don'ts

Here is a sample of a well-organized poster. I think the empty space left in the mid-section of the poster is too much but it is easy to read.



Your audience should not get a headache trying to figure out how to read your poster. The best way to organize your poster is when there is a logical flow such as below:



- Blue on red and red on blue appears blurry, and yellow on white is hard to read.
- Edit, edit, and evaluate your work multiple times. This means that you don't glue everything on your poster right away. Lay it out and try to rearrange until you are satisfied. Sometimes you need to reprint with a bigger or smaller font for a better fit. You may need to reprint your pictures to get it just right. Once you are satisfied with your layout, then start to glue.

- Backgrounds that are too bright attract attention but tire out the eyes soon. You want to attract people but also keep them long enough to read through your poster.

Below is a sample critiqued poster :

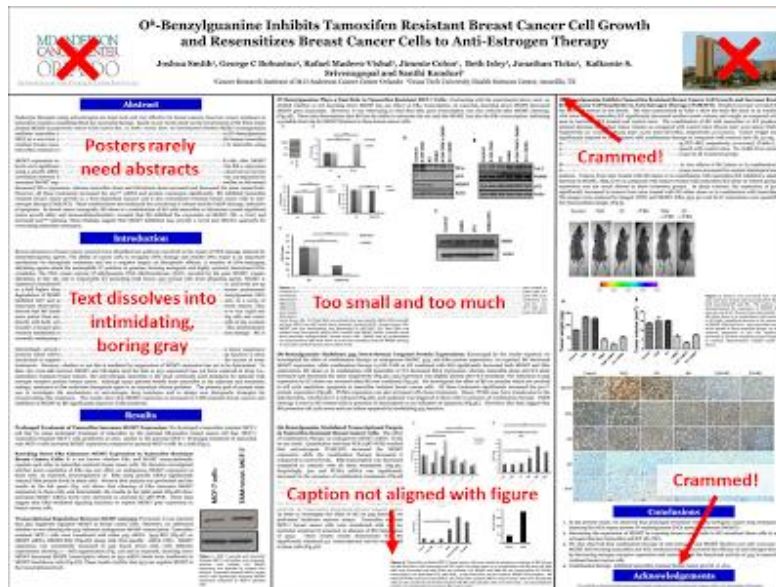


Image from <http://guides.nyu.edu/posters>

Oral presentation guidelines and rubric

- Elementary students prepare for a 4-6 minute oral presentation.
- Middle and high school prep for 6-8 minutes.
- Leave room for a 2 minute Q&A
- Be polite and patient
- Speak loud and clear and avoid fidgeting
- Make sure you practice your oral presentation in front of an audience and time yourself so you come prepared and well-rehearsed.
- DO NOT stand there and read through your poster. Give the judges an overview. If they want more detail, they would ask.
- Your poster and oral presentation will be judged based on the following rubric. Make sure your poster and presentation have all the required elements.

Science fair judging rubric:

<i>Creativity</i>	<i>Does Not Meet Standards</i>	<i>Nearly Meets Standards</i>	<i>Meets Standards</i>
Demonstration of skills (use of the scientific method)	0 - 1	2 - 3	4 - 5
Originality in approach	0 - 1	2 - 3	4 - 5
Originality in design of project or use of equipment	0 - 1	2 - 3	4 - 5
Craftsmanship/skill/consistency	0 - 1	2 - 3	4 - 5
<i>Effectiveness</i>			
The topic is relevant and related to this year's theme	0 - 1	2 - 3	4 - 5
Accompanying literature is easy to understand	0 - 1	2 - 3	4 - 5
Explanation of project was clear and concise	0 - 1	2 - 3	4 - 5
Project display was attractive	0 - 1	2 - 3	4 - 5
Everything was properly labeled	0 - 1	2 - 3	4 - 5
Sequencing of display was logical	0 - 1	2 - 3	4 - 5
Was prepared to be presented on time	0 - 1	2 - 3	4 - 5
There were no grammatical or spelling errors	0 - 1	2 - 3	4 - 5
<i>Scientific content</i>			
Adequate sample size	0 - 1	2 - 3	4 - 5
Conclusions accurately based on data	0 - 1	2 - 3	4 - 5
Demonstrates comprehension of content material	0 - 1	2 - 3	4 - 5
Evidence of scientific literature citing	0 - 1	2 - 3	4 - 5
Limitations of data discussed	0 - 1	2 - 3	4 - 5
Measurements/observations are accurate	0 - 1	2 - 3	4 - 5
Study is thorough	0 - 1	2 - 3	4 - 5
<i>Oral presentation</i>			
Extensive knowledge of topic	0 - 1	2 - 3	4 - 5
Presents with confidence	0 - 1	2 - 3	4 - 5
Responds precisely and appropriately to all questions and feedback	0 - 1	2 - 3	4 - 5