

Brief Guide for making a poster for the NCUIRE Research Symposium at ASU West Valley

Conference posters must fit on an easel. This means the poster should either be

36" x 24" (better)

24" X 36" (still good)

Technological Concerns

Most posters are created using Microsoft Power Point, however, other software is also available.

Downloading templates from the internet can make the construction of a poster easier

Layout

Divide the poster into columns

Use headings to identify sections. Common headings are A) Title with authors' names, credentials, and affiliations B) Introduction C) Methods D) Results E) Conclusions F) References G) Acknowledgements (consider including the name of your research mentor and the NCUIRE logo if you are a NCUIRE student).

Content-Distill your message

A poster is not an enlarged journal article—be brief, concise, and don't overwhelm viewers with too much information.

Use short sentences or bulleted text.

For visual appeal and to save space, one might use graphics instead of text to illustrate points.

Consider writing for an intelligent person who is not in your specialty or academic discipline

Cost

Once you have registered for the NCUIRE symposium, you will receive some information about how to print a poster cheaply

Optional: Pre-recording your poster presentation

All poster presenters have the option to pre-record a presentation, taking viewers through the poster and the key results, as a video in a 30 to 60 second format.

Presenters can record themselves giving the talk using free Zoom software or any other software of choice (e.g., Loom or Prezi). The general recording process is the same as many people are familiar with, particularly for those who have been recording lectures for online courses. If you're not familiar with recording a presentation on your computer, the easiest thing to do is to ask a colleague or research mentor how it works.

Generally, we encourage (but do not require) that you record your face while you are giving your talk—many people like to see faces rather than just hearing a disembodied voice. Also, presentations should be in spoken English, but a person can record a second video in another language if desired.

The file format of the recorded video presentation can be .mp4, .m4v, .mov, .webm, .ogg, and .his.
(Note that Zoom's native output format is .mp4, so if you use Zoom, you can upload the file without a change in format).