



## Poster Presentation Guidelines

November 10-13, 2020

NSSR 2020 LIVE

### Poster Presentation Requirements

- The finished size of your poster must be **30” high by 40” wide (landscape)**.
- Poster PDF uploaded directly to the OpenWater site (due no later than October 23<sup>rd</sup>).
- Five-minute video detailing your poster, uploaded directly to the OpenWater site (due no later than October 23<sup>rd</sup>).
- Optional handouts uploaded directly to the OpenWater site (due no later than October 23<sup>rd</sup>).
- All presenters must be available to chat about their posters throughout the day on Wednesday, November 11<sup>th</sup>.

### Best Poster Award

Poster submissions will be judged online the week prior to the conference for the Best Poster Award, which includes a \$500 cash award and a plaque presented to the winning institution. The winner will be announced during the plenary session on Tuesday, November 10<sup>th</sup>. An example of the judging sheet is provided at the end of this handout.

Past award winners may be found [on our website](#).

### Tips for Poster Preparation

Your poster is a visual presentation to show the highlights of your project and encourage discourse with your colleagues. To make it stand out and invite people for a closer look, focus on making the theme clear, the poster visually interesting, and its essence clear within the first few minutes.

### Content

- Emphasize graphics, keep text to a minimum, and try to make sure each part supports the theme. The goal is to stimulate discussion.
- Keep each panel relatively short. Make sure the presentation flows in a logical sequence (Introduction, Body, and Conclusions). Remember the readers will naturally read from top to bottom, left to right.
- Define acronyms.

### Design Basics

- Organization is fundamental to the layout and design. Proper spacing is important for the overall look and readability of your poster. Try dividing your poster into three or four columns and rows, and placing your materials within them.
- Choose a simple, legible font and be consistent to avoid distracting from your message.
- Consider using neutral colors or grays for your background. Use of light colors will contrast with dark text and make it easier to read.
- Be consistent with color, font, font size, and placement of poster text and graphics.
- Be sure the headlines and topic can be easily understood.
- Be creative!

## **More Resources on Effective Poster Presentations**

*How to Create a Research Poster: Design Tips*

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

Designing Communications for a Poster Fair

[www.personal.psu.edu/drs18/postershow](http://www.personal.psu.edu/drs18/postershow)

Designing Effective Posters

<https://gradschool.unc.edu/academics/resources/postertips.html>

## Poster Reviewer Worksheet

### National Symposium on Student Retention Posters

Poster Title: \_\_\_\_\_

Institution: \_\_\_\_\_

Presenters have been invited to create posters on both research projects and institutional programs/initiatives. Preliminary program designs and research with limited data are often shared in this format. Poster presenters are encouraged to submit a paper proposal in future years when more data is available.

**Directions:** Check the appropriate box below for each question. Do not total the scores. You may type any constructive comments in the section below, keeping in mind that we will share your review with the presenter(s). If you have specific comments for the NSSR staff, please specify.

Email this form to Brittnee Madden at [csrde@ou.edu](mailto:csrde@ou.edu) no later than Thursday, November 5<sup>th</sup> when finished. We will announce the winner during the plenary session on Tuesday, November 10<sup>th</sup>.

Criteria	1-Poor	2-Fair	3-Average	4-Good	5-Excellent
<b>Content</b>					
Originality of work					
Significance of project to student success					
Poster elements support the results					
Conclusion is clear					
<b>Poster Design</b>					
Content is concise and logically organized					
Headlines can be easily understood					
Creative/innovative way to display data/results					
Effective communication with visualization					
<b>Oral Presentation</b>					
Overall content knowledge					
Clarity of explanation when presenting					

Comments: \_\_\_\_\_  
 (please print legibly) \_\_\_\_\_