How to Create a Poster for the Piedmont College Research Symposium

✓ Decide on the poster content beforehand. Your poster should ideally answer the following five questions:

- Why is the research question/topic important?
- What is your hypothesis? (This may not apply to all projects)
- What did you do?
- What are the results? Tables and graphs work well here.
- Why are these results unique/important?

✓ Go to https://www.makesigns.com and download the poster template. You can open the template in Microsoft PowerPoint (We recommend 48 x 36 inches)

✓ Insert your content, images, and Piedmont logo. You can also manipulate the color scheme. Logos can be located here: https://www.piedmont.edu/files/docs/PiedmontCollege_BrandGuidelines_update-5-121431449630.pdf

✓ Check the list of Do's and Don'ts listed on the back of this document to make sure that you have not made any mistakes.

✓ When you have finished creating your poster, have at least TWO people proofread it. Keep in mind that all images and words will be enlarged upon printing.

✓ Submit your poster for printing in a timely manner.

✓ Prepare a 3 minute speech to go with your poster.

DO

- Use appropriate fonts and font sizes.
  - **Verdana**, **Times New Roman**, **Arial**, and **Garamond** are good choices
    - Font size should be at least **28** point.
- Use bullet points to summarize information/results.
- Use images that have high resolution so that they are not blurry.
- Use tables and graphs that are easy to read. Include legends.
- Use background and design colors that are not distracting.
- Reference all material and images.
- Make sure your poster is telling a story.
- Label all sections clearly.

DON'T

- Don't try to convey too much information. Stick to the essentials.
- Don't use too much text. Bullet points are easier to read.
- Don't use too many illustrations with no supporting text.
- Don't put too much detail in the graphs and diagrams.
- Don't use distracting colors or images.