

This would be the area for your title, which should be at least 72 ppi tall, which is equal to one inch (this is 87 points).

This font is 72 ppi. Put authors under the title. The logo is a good idea (you need only one).

Abstract, 60pt

- You can copy from your “many slides” presentation and paste into this “one large page” presentation. Font sizes can be adjusted to fit the new format.
- You can also apply any of the powerpoint color templates to this large page.
- If necessary, the color templates can be changed to suit your needs by viewing the Master Page, and adjusting the elements there.
- You used pastel blue shades in your original files. These would both work, but we might have to make them a little lighter.
- Each of these sections can have a “decorative” headline, using a line or box to set it off.... if you want.
- The rest of the section should be a plain san serif font (this is Helvetica but Arial is also acceptable) and should be at least 24 pt. This is 30 pt.
- It’s good to divide this big page into 3 or 4 columns.
- You can use decorative dividing lines between the columns, or leave white space.
- You can “box” in sections with results/data, or other sections you want to emphasize.
- You only need one logo on your poster. You can either have it in the header or elsewhere in your poster (like one of the bottom corners).

Background/Theory

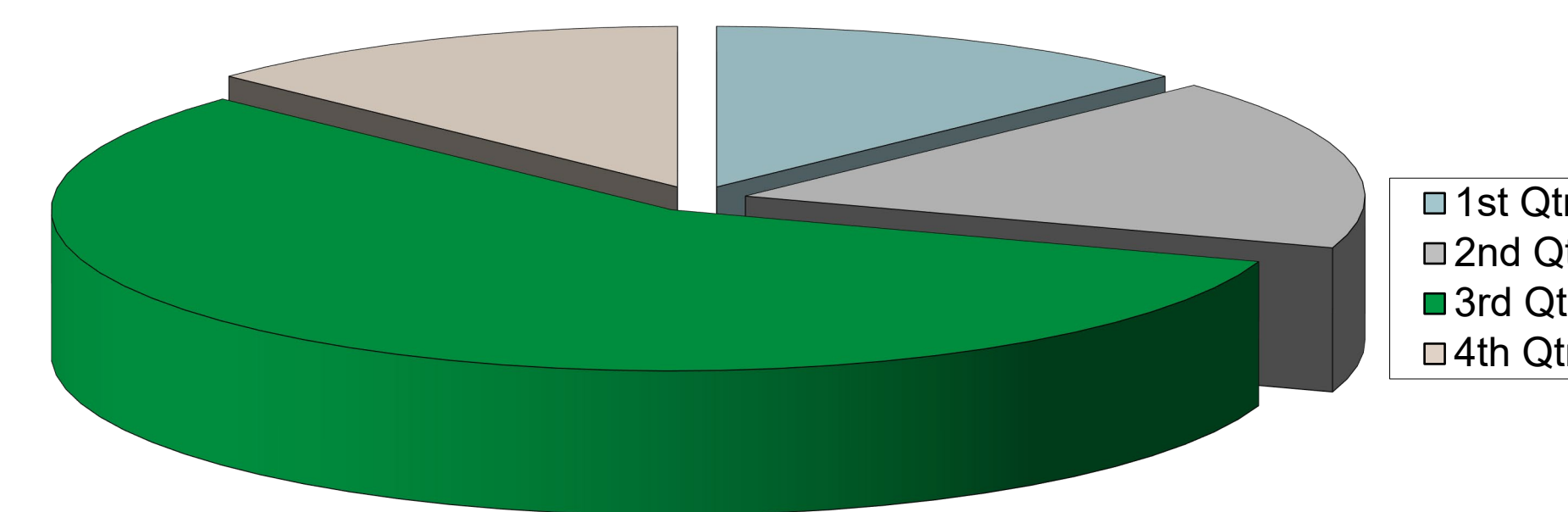
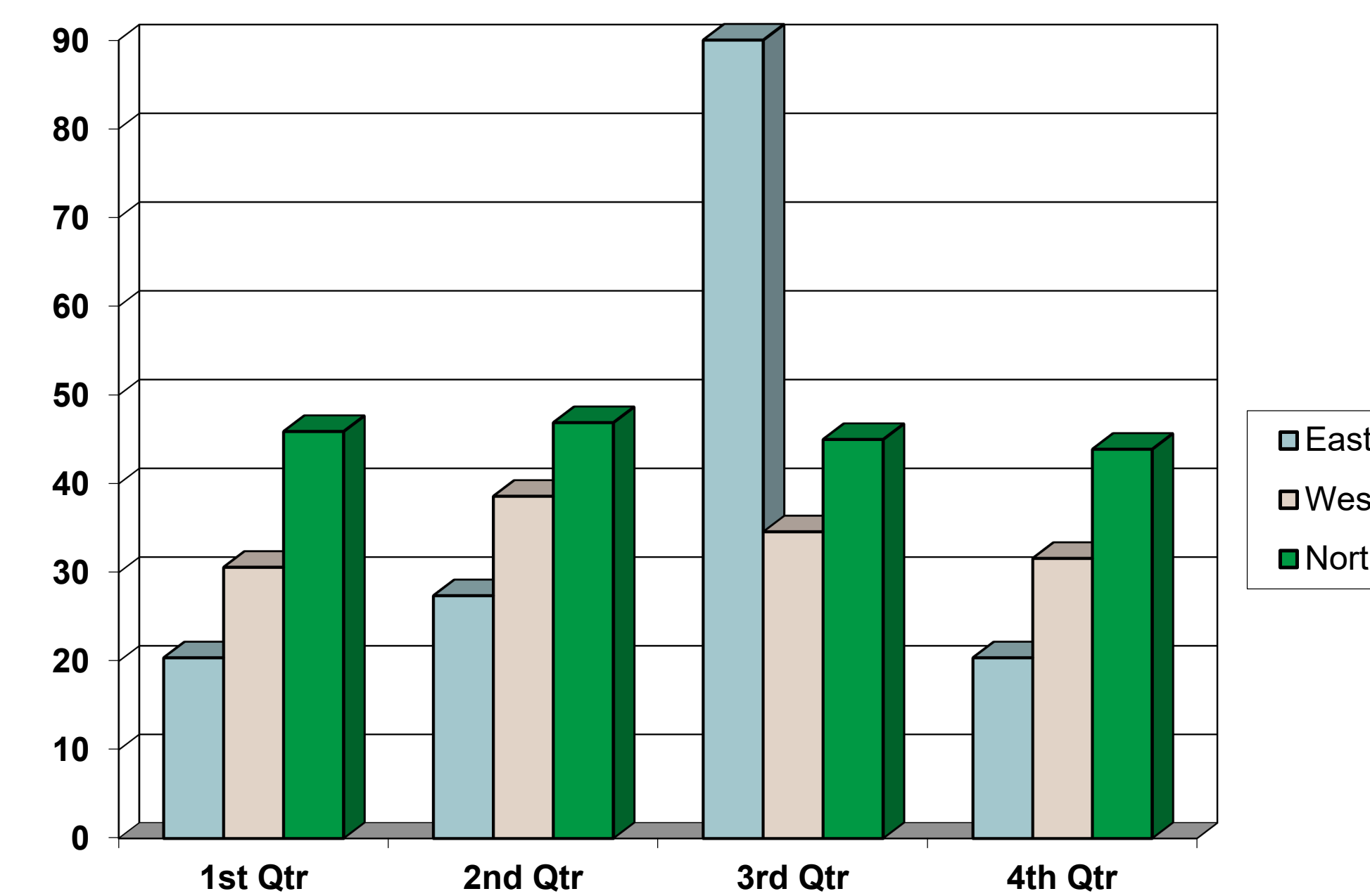
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Methods

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Results

- If you have results or data in visual form (anything that is NOT text) make them large.
- They catch the eye, and tell your story quickly.
- Is there a way to represent more of your poster with visual data? Pictures, charts, tables, graphs? Use them.



Discussion

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Research Problem

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Thanks... References

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- The rest of the section should be a plain san serif font (this is Helvetica but Arial is also acceptable) and should be at least 24 pt. This is 33 pt.
- Could use the logo at the bottom or the top

HERE IS MY LIST OF DON'TS:

DON'T USE ALL CAPS FOR THE TITLE.

The title already has a position of prominence.

DON'T Put your text or pictures right to the edge of the page!

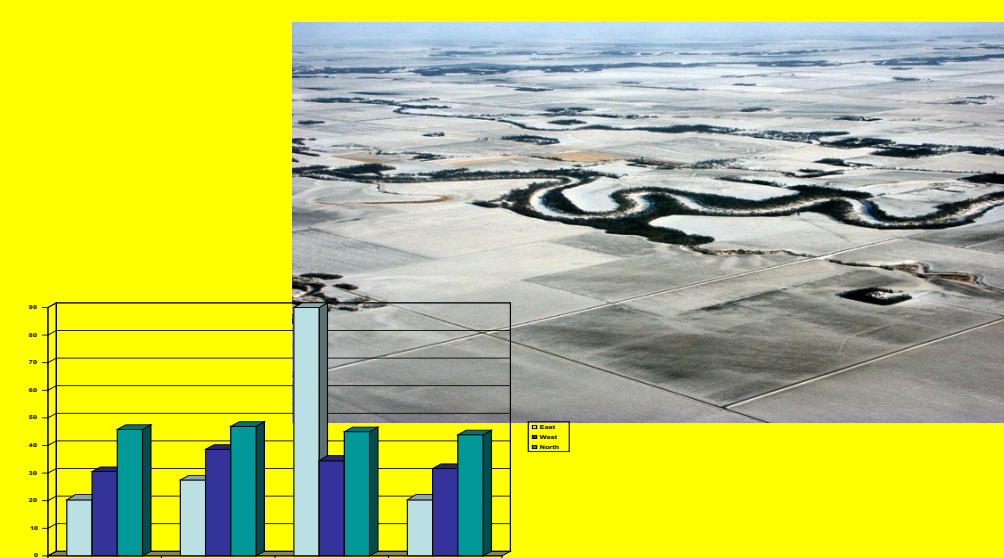
It may get cut off.



DID YOU KNOW that 25% of your audience could have some color-blindness? Greens on reds, Greens on Orange, Blues on red, and Blues on Green can be really hard to see. **DON'T** use text that is too similar to its background color.

DON'T make your font size too small; people won't want to read it. Edit your message if necessary.

DON'T make your visual data too small. Why put a 6" photo on a 5 foot long poster? Now is your chance to show it off.



DON'T USE BACKGROUND TEXTURES BEHIND TEXT. They make text hard to read.

- **DO edit your work.**
 - A poster isn't like a term paper or journal article - it's more like a bumper sticker.
 - Be concise.
 - Use bullets and pictures.
 - Keep your font size in the 26-30 point range.
- **DO size your poster correctly**
 - Go to File, then Page Set-up
 - Choose Custom, and enter the size you want your poster.
 - 42" is the width of our paper; your poster can be wider or longer than this in the other dimension.
- **DO use charts, graphs, pictures**
 - DO use the Insert, Picture, From File commands.
 - *Don't copy and paste photos into powerpoint* – they may not print.
 - Pictures from the web will usually be low quality and look "jaggy"

DON'T FORGET computer monitor colors are NOT the same as colors which will print on your poster. This bright green will print much darker.

DON'T put all the text in boxes. It makes the whole poster harder to look at. Save boxes for special items. **RESIST THE URGE** to use pale colored text on a dark background - the toner (ink) required to print the dark boxes can wrinkle the paper.

DON'T use dark gradations as a background color if you have a lot of text to go over them. No matter what color you choose, eventually it gets harder to read.

DON'T use SHADOWS similar to the text color. It looks "blurry."

Results

- This is nice.
 - It's subtle, but legible.
 - At size 36 points, it is plenty large enough.
- It's all about your *data*. The graphics should enhance, not detract, from it.

Conclusions

- If you have questions, call John Lee (7.3204) or Laura Cory (7.3206), in the Department of Information Resources at the Medical School.
- You can e-mail your file to us at und.med.medicalmedia@med.UND.edu