Cal Poly – Construction Management
Senior Project Poster-Board & Poster-Session Guidelines

Poster sessions are intended to showcase your project in a format that is easy to scan and absorb quickly. The session in which this poster-board will be displayed and discussed is designed to facilitate a more in-depth discussion of the research than is typically possible in a symposium format. The success of the poster session depends on the ability of the viewers to readily discern and comprehend the material.

Observe the following guidelines in the preparation for your poster session.

- Keep the presentation simple and straightforward (avoid technical jargon).
- The time you have to present will vary depending on forum and audience (ask).
- Mount materials on a heavy board as you poster may be displayed on a tri-pod.
- Prepare a visual summary of the paper with enough information to stimulate interest.
- Use bulleted phrases rather than full text narrative (other than the abstract).
- Prepare distinct areas on the poster to correspond with the major aspects of the paper.
- We suggest an Arial font with bold characters.
- Titles and headings should be at least 1 inch high. DO NOT use a 12 point font.

Poster Requirements:

Abstract: All posters must include an abbreviated form of the papers abstract. The full abstract might not be appropriate or desired in its entire form.

Size: All poster shall be 24 x 36 inches. Posters will typically be oriented horizontally.

Materials: Foam board poster backing is required.

Appearance: Place title, abbreviated abstract, and author at the top/center of poster. All posters must be readable from 3-4 feet. Information should be well organized and easy to understand.

Content: (1) Abbreviated abstract as published in paper. (2) Contact information for author in the bottom right hand corner. (3) Graphics and/or Pictures: The use of graphics if highly encouraged. All graphics and /or pictures need to be discernible from 3-4 feet. Potential graphics to include are: graphics that summarize research process, research results, or instruments being used in the study.

Additional Resources:
- The following website provides additional information on poster design:
  http://www.ext.colostate.edu/staffres/poster.pdf