Research poster title; state the main topic of your study, making it clear, complete, and succinct

Intern Name¹, Researcher Name², Researcher Name², Mentor (Primary Investigator) Name²

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ABSTRACT

The first cell of your Research Poster, must include your research abstract in its entirety. The abstract should fully summarize the contents of your Research Paper in one paragraph. For detailed instructions about how to write the abstract, read Chapter 14 of Scientific Writing and Communication.

BACKGROUND INFO

Begin with the broad background information and significance of your research topic; answer the question “Why should I care?” This provides the audience with context about how your research relates to the world around you.

COLORS

• Use color to increase the readability of your Research Poster, highlighting important points.
• Avoid colors that are distracting.

STYLE

• Use the third person
• Use concise, not conversational language
• Consider using bullets instead of a narrative style (except in the Abstract)
• Use more images, graphics, less text
• Title, up to 90 pt, bold in Arial, Georgia, Palatino or Times font
• Headers, 50 - 72 pt, bold in Arial, Georgia, Palatino or Times font
• Internal text, 24 - 44 pt in Georgia or Palatino font
• Spell out acronyms the first time they are used.

RESEARCH QUESTION

To emphasize the goal, you could explicitly state your hypothesis or research question separately from the rest of the Research Poster content.

FIGURES

• To import charts and graphs from other applications: PowerPoint versions prior to 2007. Simply copy your chart in Excel and paste it directly into PowerPoint. PowerPoint 2007: Select Insert > select chart or graph.
• Give your figures (images, graphs, tables, etc.) descriptive titles and/or captions. Make sure your reader does not have to scan the Research Poster to make sense of a figure.
• Remove color, backgrounds, grid lines, or boxes from graphs (if possible in the program you use to generate the graph).
• Interpret your results for the audience using your data, graphs, and images. Show them what to pay attention to.

HEADERS

You can choose to name your headers after the sections in your Research Paper: Abstract, Introduction, Materials & Methods, etc. However, it can be quite effective to choose new headers that provide a better visual organization of your work. For example, you may want to label a section after the particular method you are describing, instead of naming it “Methods.”

POSTER FORMAT

• Page size: (width 42”) (height 36”)
• Correct title format (as shown here)
• Correct Logos (CSEE and DOE) not resized or altered in any way. Sizes should be the same as the poster template (width 73”) (height 20.4”).
• No dark backgrounds – Including, but not limited to, images, solid fill colors, gradients, etc. Light or washed out background images are fine.

POSTER PRINTING

CSEE has made arrangements with Creative Services Office (CSO) to take care of poster printing for all CSEE programs except BLUFF or BLUR.

Note: BLUFF and BLUR participants must print posters at the expense of the mentor’s Division/Group.

Email posterprinting@lbl.gov no later than 12PM the Friday before the Poster Session with the following information:
• CSEE Poster Due <Date> in subject line of email
• CSEE Program - BLIPS, CCI, IISME, STAR, SULI or VFP
• Cell phone number/number you can be reached if there are challenges with your poster
• PDF of your FINAL poster attached (only one copy will be printed)

ACKNOWLEDGMENTS

An acknowledgments section should appear as the last cell or section of your poster. Here you may include logos from your university, or division here at LBNL. Acknowledge the Department of Energy’s Workforce Development of Teachers and Scientists as well as Berkeley Lab, CSEE, any additional funders and your specific mentor and Lab group members.

ADDITIONAL TIPS

• Don’t overcrowd your poster; blank space surrounding both text and figures makes your Research Poster easier to read.
• Make sure your conclusion is more than a restatement of your results. It should directly address the hypothesis you lay out in the abstract.
• In PowerPoint, preview the printing quality of text or figures by selecting: View > Zoom > 100%.