Pathassist of Texas in Houston, LLC's
All-City Anatomic Pathology Symposium
October 19-21, 2017

Poster Guidelines

● Authors are required to submit an abstract outlining the intended content of their posters. Submit abstracts to Jennifer Graham at jg34@bcm.edu by September 1st.

● Abstract should not exceed 500 words (excluding the poster title and authors).

● Posters must not exceed 4' x 3' in size (landscape) but may be any dimension within these constraints. Oversize posters may not be displayed.

● Please use standard abbreviations. Place special or unusual abbreviations in parenthesis after the full word when it appears for the first time.

● The general format of a poster abstract is as follows (you may adjust headings to match your particular article/poster if needed):

○ Title

○ Authors

○ Background information/Introduction

○ Methods/Materials

○ Results/Conclusion

● The Pathassist of Texas in Houston, LLC and Baylor College of Medicine will not cover expenses of those presenting posters, such as expenses for developing the poster, shipping, travel, or accommodation.

Making Your Poster Guidelines

Poster Design

Poster should include:

● Title

● Authors (you first, mentor last, anyone else you worked with in the middle) and institutional affiliations

● Abstract:

o Introductory sentence(s)

o Statement of hypothesis

o General methods/procedures used

o Primary result(s)

o Primary conclusion

o General statement of the significance of the research

● Background Information/Introduction

● Methods/Materials

● Results/Conclusion

● Future directions, especially if this is a work in progress

● Acknowledgements (include people who helped and funding sources)

Poster Design Tips

● Most students use Microsoft PowerPoint to design posters.   Be sure to begin by setting the slide size to the allowed poster size 4' x 3'.

● Use large text (your text should be at least 18-24 pt; headings 30-60 pt; title >72pt.)

● Do not use more than 2-3 font styles total.

● Use fonts that are easy to read (such as Times New Roman, Garamond, and Arial).

● Avoid jagged edges: left-justify text within text boxes or fully justify blocks of text.

● Avoid too much text (no more than 800 words max) and undefined technical jargon.

● Choose colors carefully and pay attention to contrast.   If in doubt, dark print on light background is best. Remember – some color blind people cannot distinguish between red and green.

● Organize and align your content with columns, sections, headings, and blocks of text

● White space is important to increase visual appeal and readability (this is the "empty" space between sections, columns, headings, blocks of text, and graphics).

● Selectively incorporate charts, graphs, photographs, other graphics that support your poster.   It is best to avoid using tables of data.

● Avoid fuzzy images; make sure all graphics are high-resolution (at least 300ppi) and easily visible.

Example poster designs: http://ugs.utexas.edu/our/poster/samples

Presentation Tips

- Face your audience when speaking, but point to your poster.
- Start with the big picture.
- Walk the viewer through all the panels on your poster.
- Make sure that you end with a take-home message that brings the viewer back to your big picture.
- Remember: If it is on your poster, you should be prepared to talk about it.
- Focus your message – what is the one thing you want people to remember?
- Convey your message visually.
- Be readable from about 4 - 6 feet away.
- Be clearly organized.
- Dress and act professionally.

Poster Resources

- Advice on Designing Scientific Posters from Swarthmore College
- The Basics of Poster Design from the Washington Space Grant Consortium
- Creating Effective Posters from North Carolina State University
- Guide to Creating Research posters from the University of Texas at Austin

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