BASES Biomechanics Interest Group Meeting 2016

Wednesday 30th March 2016

Guidelines on Poster Presentation

How to Prepare a Poster
Poster displays have become increasingly popular at conferences, including the BASES
Annual and Student Conferences. The Association has developed some guidelines to help
you to prepare a simple, easy-to-read and well-illustrated poster.

General Guidelines
- o Posters should be mounted within a working area of 120 cm (high) x 90 cm (wide).
  This is equivalent to two landscape A1 sheets, one above the other.
- o Posters should be readable from at least a metre.
- o A well-designed poster should contain very little text, with most of the space being
  used for illustrations. Include photographs to attract attention and exemplify your
  points.
- o The illustrative content should cover around 50% of the available area, thus figures
  and tables should be large.
- o The poster should be self-explanatory and the author should not need to explain its
  content.
- o A good poster should not try to make more than one major point.
- o Aim for clear and simple presentation of data.
- o Avoid non-standard abbreviations, acronyms and excessive use of jargon.
- o Keep in mind that *more* does not mean *better,* so do not overload your poster.
- o Ensure that your poster is dyslexia-friendly:
- o Use a 'dyslexia-friendly' font – sans serif typeface is best, e.g., Arial, Helvetica,
  Comic Sans.
- o Font size should be at least point 40.
- o Justify text to the left.
- o Use coloured paper – cream or pastel – it is easier to read than text on white paper.
- o Use strong visual contrast by avoiding closely–related colours, particularly against
- o incompatible background colours.
- o Use bullet points to help with accessing information.
- o Make obvious the order in which the poster is meant to be read, with material flowing
  top to bottom, then left to right. The parts should either be numbered to facilitate the
  flow or there should be arrows that graphically lead the viewer.
- o Posters need planning – they should not be put together at the last minute.

The Poster Content
Your poster should only contain the *key highlights* of your study so that passers-by can decide whether to view the poster. If they are interested in your poster you can then provide more detail.
Do not overwhelm the viewer with too much material, but ensure that you include the following sections:

Title - The title should be concise and if possible, attention-grabbing. The title must be large and should be readable from a distance of 3 m. The centered title should stretch across most of the width of the poster board. The letters in the title should be between 6 and 8 cm high. Centered below the title should be the author(s) name(s) and affiliation(s). The letters in this second line should be between 4 and 5 cm high. If there are several authors, you may wish to have the affiliation on a third line (~3 cm high).
Introduction - This section should succinctly provide a rationale for the study and lead to the statement of the purpose of the study. You may also wish to include the hypothesis.
Method - In this section, the methods employed should be described, detailing the participants, instrumentation, research design and data analysis.
Results - Summarise the key results. This may be most effectively presented by simple tables, figures, illustrations, and/or photographs. Use most of the available space to illustrate the results.
Summary and Conclusion - This section should be brief, with a concluding phrase or set of bullet points, stating the implications of your work.
Acknowledgements - Use the Acknowledgements to recognise funding source(s), institutional support, and individuals who have contributed but are not listed as authors as they have not contributed *substantially* to the work.
Additional Reading:
Day, R. A. (1998). *How to Write and Publish a Scientific Paper (5th Edition).* Cambridge: Cambridge University Press.
O'Connor, M. (1991). *Writing Successfully in Science.* London: Chapman & Hall.

Adapted from 'How to Prepare a Poster' written by Prof Edward Winter and Dr Claire Palmer on behalf of BASES