

Research Poster Conference 2016

Poster Submission Guidelines

1. Posters must be submitted by **4pm** on the **3 May 2016** to graduateschool@contacts.bham.ac.uk
2. Your poster **must be your original work** for this Research Poster Conference. Posters submitted to previous Research Poster Conferences will not be accepted.
3. Your poster must be readable from a distance of **1m**. Depending on your choice of font, a font size of under Arial size 24 is not recommended.
4. Posters must be submitted as **PPT** (Microsoft PowerPoint) or **PDF** (Adobe Portable Document Format) files. Any other file format will be rejected.
5. Posters will be printed on **A1 size glossy paper by the University Graduate School**. Please ensure all images used are high resolution.
6. Your poster **must** display your **name** and **the poster title**.
7. Posters are intended for a **non-specialist audience**, you should avoid jargon and technical language wherever possible. Any technical terms should be explained clearly.
8. Your poster should contain a **balance of text and images/graphics**. Any images/graphics used should be relevant to the text and clearly explained.
9. People from across the University and beyond will attend the Research Poster Conference, if your research is supported by colleagues, departments, a Research Council, or other external funders, you should acknowledge them.
10. You will need to present your poster to the judges on the day of the Research Poster Conference (14 June 2016). Any posters that are not presented will not be scored.
11. Judges will be looking for: **the logical presentation** of your research project, the aim, purpose and originality of your research, **the visual flair** with which the information is presented and if your poster and your presentation are **clear to understand and engaging for a non-specialist audience**. High scoring posters will address all of these points.
12. Judges decisions on poster scores are final.