

## POSTER and optional VIDEO Instructions for DAGMEC Research Forum

Rules for posters:

1. **Deadline for poster submission: Monday, April 8, 2024**
2. Poster may be created in any platform (creating in Power Point software is common), **BUT MUST be submitted in pdf format.**
3. *Landscape* only, please!
4. No size restrictions, but the poster should present well on a typical poster board presentation stand.\*
5. **Do not put references on the poster** (please DO include them *on your abstract*).
6. Please make sure (as always) that you only use pictures/photos on your poster that either are in the public domain, or that you have permission to use.

Suggestions for posters:

1. Remember that in general, *less is better* on a poster
2. For great ideas on how to make a better scientific poster, please see:  
<https://astrobites.org/2020/02/28/fixing-academic-posters-the-betterposter-approach/>  
Be creative!  
Make a better poster!  
For templates and ideas, see below.\*\*  
Be creative!

Rules for optional videos:

1. **Deadline for optional video submission: Monday, April 8, 2024**
2. Videos are optional, but may give you *additional points* during judging if submitted.
3. **SHORT!** No longer than 3 minutes. Shorter is better.
4. This video should present the poster just as you would to someone who walked up to you during a conference and asked you to tell them about your project.
5. Video must be submitted **in MP4 Format.**
6. Please record in LANDSCAPE view (horizontal), not in portrait view.
7. If possible, set the video resolution to 1080.

Suggestions for videos:

1. These are not expected to be professional videos, so don't stress too much over them.
  - a. Content will weigh much more than video quality. Focus on explaining your project/case well.
  - b. We suggest you show the poster during the video.
2. Feel free to use any recording software available to you. If you do not know where to start, you can simply create a zoom session and click "record." This will result in an MP4 video. (If you are unsure how to create a video in zoom, ask us and we'll send instructions).
3. Practice your video a few times before you actually record (time yourself to stay within the three-minute limit), then make the recording.
4. Have the light source in front of you (don't stand in front of a window etc.).
5. Make your background as non-distracting as possible.
6. Bright and solid colored clothing is best.
7. Don't be afraid to use electronic effects (circling or highlighting parts of your poster, etc.).
8. If you have an external microphone, try using it for better sound.
9. If you are using a smartphone/tablet, make sure the microphone is not covered.
10. Turn off notifications on computer/phone/tablet while you record. Try to be alone and without background noise.
11. Practice sounding like you want to convince the judges that this is the best project and deserves to win. Be positive. Sound happy.

Posters and VIDEO Submissions ARE DUE BY MONDAY, APRIL 8TH, 2024

BE CREATIVE  
and HAVE FUN!

See you at the forum!!

\*A few additional comments on posters:

Sizes:

Typical poster presentation stands/boards are 48" tall x 96" wide.

Your poster can cover the entire board to the edges, but it generally looks better if it fits inside, with some space between your poster and the edges of the stand/board all the way around.

So, poster sizes like these generally look good when being presented:

42" x 84"

36" x 72"

42" x 63"

Of course, if the poster will be virtual, size is not quite as important. However, if you'll stick with these sizes, it will generally project nicely in the virtual world, too.

**PLEASE NOTE:** To set the poster size in Power Point, click on "Design" in the menu, look to the far-RIGHT side of the menu, click on "slide size," and choose "Custom Slide Size" and enter the width and height that you want.

**PowerPoint can only go up to 56 inches.** So, for example, if you want to create a 42" x 84" inch poster, you will need to design the poster in PowerPoint in half size (21" x 42"). Then, if you get it printed, the printer can blow it up 200% and print the size you are aiming for. If you are virtual, you can just save and submit in that size, the proportions will be correct, and it will look great.

**\*\*FOR EXAMPLES OF POSTERS** using the "better poster" design, just search on BetterPoster.

-Some of these examples of posters you will find are great, and some are still WAY too overcrowded and look mostly like a traditional poster. So, use good judgement!

Here is a link to templates using the "BetterPoster" format:

<https://osf.io/ef53g/>

NO OBLIGATION TO USE THESE TEMPLATES. Please feel free to create your poster as you and your faculty advisor feel is most appropriate for your project.

Be creative!

Don't limit yourself!

Make a better poster!!