



The Association of Minority Health Professions Schools, Inc. (AMHPS)

24th Annual Symposium on Career Opportunities  
in Biomedical Sciences and Health Professions  
April 16-18, 2010

Sheraton Birmingham/Birmingham-Jefferson Convention Complex  
Birmingham, AL

## GUIDELINES FOR CREATION OF SCIENTIFIC POSTER FOR PRESENTATION AT POSTER COMPETITION

**(ONLY FOR STUDENTS THAT HAVE HAD THEIR ABSTRACT ACCEPTED FOR THE POSTER COMPETITION)**

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### POSTER SET-UP

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Poster Presentations will convene on **Saturday, April 17, 2010, 2pm-3:30pm.**

1. Students will be provided a **4' x 8'** board to display their posters. Do not exceed this dimension.
2. All posters will be displayed in the exhibit area. The presenting author is responsible for setting-up his/her poster (time will be announced). The presenting author is also responsible for dismantling their poster at the end of the Symposium. Time for dismantling posters will be announced.
3. Students should only display their posters on the board corresponding to their presentation number.
4. The boards supplied by AMHPS for posters are constructed of covered cork board; we recommend using push pins to secure posters.
5. Students are responsible for bringing their own display supplies such as: push pins, tape, Velcro, etc.
6. The presenting author must be available at the poster display during their designated poster presentation schedule. Details on presentation times will be provided at the Symposium. There will be **no audio-visual equipment** for poster presentations, as space does not permit.

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### POSTER GUIDELINES

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- Define all abbreviations the first time they appear in the poster.
- Avoid formulas.
- Single space all typing; no space between title and body or between paragraphs.
- Indent each paragraph with a tab space.
- All posters should be organized using the following format:
  - TITLE (upper-case letters)
    - maximum 60 characters
  - AUTHOR(S) (upper-lower case letters)

- Presenting author must be listed first (upper-case letters)
- For each author, include first and second initial and last name, and highest degree (one only). Separate author name from degree with comma; separate authors with semi-colon.  
*Example: FC Jones, MD; AF Hill, PhD; KG Witherspoon, BS*
- AFFILIATION(S)
  - List institution(s) where work was performed. Present affiliation information in a new line immediately following author line and include author initials following affiliation.  
*Example: FC Jones, MD; AF Hill, PhD; KG Witherspoon, BS*  
From the Morehouse School of Medicine (FCJ); New Way Out Ministries (AFH, KGW)
- ABSTRACT
  - A brief summary of the principal findings of the research conducted.
- INTRODUCTION
  - A clear statement of the problem or project and why you are studying it.
- METHODS
  - Brief summary of the research methods used. Specific details about the procedures are omitted unless they are very important.
- RESULTS
  - Brief summary of exactly what your results were.
- CONCLUSIONS
  - Brief summary explaining what the data means and how the data addresses your hypothesis/questions.
- ACKNOWLEDGEMENTS
  - Short paragraph where the researcher acknowledges the contributions of others in the research study.

**Graphs and Tables:** As with the rest of your poster, strive for brevity, simplicity, and clarity. Here are some rules of thumb. Tables with more than 20 data cells will begin to overwhelm a typical viewer. Similarly, graphs with no more than three lines or six bars are preferable. Include captions and legends but keep them short and informative. Maintain a consistent labeling system for all graphs. When data of the same type are presented on separate graphs, it may be useful to use the same scale on all axes.

**Type Size:** Text must be legible. The title should be legible from at least 5 meters and text from 1-2 meters. Minimum recommended type sizes are summarized below.

*Title* 90

*Heading* 60

*Subheading* 30

*Text* 18

**Type Style:** To maintain legibility avoid the use of ornate or script fonts. Blocky fonts like Swiss, Helvetica and Arial or conservative serif types like Times Roman and Bookman read well. In the body of the text, follow normal convention when employing italics and capital letters.

**Layout:** Organize your poster from left to right and top to bottom. One good method is to divide your material into 3 to 5 logical sections. Layout each section as a vertical module on your poster, moving from left to right and leaving space between each module. Empty space is important and can be used to separate parts of your poster or establish relationships between modules or sections. Avoid clutter.

**Background:** Advances in computer technology have created a plethora of graphic possibilities. Just as you can choose a color photo of your favorite estuary as a backdrop for your computer's desktop, so too can you print your entire poster on such a photo. Such backgrounds call attention to the background, not your science. Often your material will be very difficult to read and visually obscured. However conventional it may be, choose a background that accentuates the material you want to present.

**Colors:** Do not use fluorescent or intense colors for anything. Colors can be used on graphs, but should consistently represent the same population or variable throughout. Subdued or neutral colors toned down with grey are best for backgrounds and large areas. Blues, browns, greens or grays are appropriate for framing. Background for text and graphs can be white, but off -white or beige is easier on the eyes.

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## POSTER PRESENTATION GUIDELINES

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1. In the poster session, poster presenters remain close to their posters and are available to answer questions and discuss their research.
2. Each poster presenter will be given **five (5)** minutes to highlight the significance of the research to a panel of judges. Questions by the judges will follow.
3. Other participants of the Symposium will be viewing the displays during judging.
4. Your poster should cover the **KEY POINTS** of your research. The ideal poster is designed to (1) attract attention; (2) provide a brief overview of your work; and (3) initiate discussion and question.

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## POSTER JUDGING CRITERIA

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### Research Design

- Clarity in stating the problem
- Identification of important variables
- Relevancy to biomedical or health sciences
- Degree to which the data supported the conclusions
- Originality of the research topic

### Poster

- Effective use of tables and/or figures in presenting data
- Accuracy of spelling and grammar
- Neatness and organization of the poster

### Presentation

- Organization of presentation
- Handling of questions from judges

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## TIPS & RESOURCES

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### *Successful* scientific posters include:

- Contained body of work
- Single or related set of experiments
- Straightforward data and results
- Visual presentations

### *Unsuccessful* scientific posters include:

- Complex explanations
- Compilation of loosely related material
- Large amounts of loosely connected material

### *During the poster presentation*

- Be there
  - On time/for the duration specified
  - With sufficient set-up and take-down time

- Stay alert & attentive
- Show interest in the information you are presenting
- Be prepared to answer questions
- Don't expect to talk to everyone
- Take your cue on who to talk to and what to say from those viewing your poster

For more information on designing and presenting scientific posters view:

<http://www.training.nih.gov/careers/careercenter/publish.html#talk>

**\*\*If you have any further questions please contact your counselor\*\***