**NATIONAL REGIONAL HONORS COUNCIL POSTER GUIDELINES 2014**

1. Posters need to be created, electronically generated, and printed in advance of the conference.
2. The recommended maximum size for posters is 36 x48 inches, and each one needs to stand on its own for display purposes during the poster session of the conference. A tri-fold with an easel back will work, or you can attach an easel back to a foam core board. For this conference, we will set them on long tables in the main ballroom of the Conference Center.
3. Your poster will be on display for either an hour and a half (Saturday) or a two-hour (Sunday) time period. You will need to have your poster set up before the start of the session.
4. Your poster should be constructed so that it presents the desired information in a self-explanatory manner.
5. Keep you poster simple and brief. A poster is not a place for you to tack up your entire body of research for people to read. Instead, think of a poster as a series of highly efficient, organized “panels” (a storyboard) upon which appear synopses of the relevant information you want to convey – just

enough to get your point across.

1. Organize your poster materials using headings, such as “Introduction,” “The Research Question,” “The Methodology,” and “Findings.” It will help establish a logical flow to your poster.
2. Use large enough fonts so people will not have to squint to read the material. For headings, use at least a 48-point font. For text, use nothing less than 18-point.
3. Make your poster visually appealing. Have fun. Be creative. Incorporate color. Use photographs, graphs, charts, maps, and the like. Simplify charts and figures to include only relevant information. Be attentive to the layout and placement of your materials.
4. Negative or empty space is essential for a poster to be readable. A guideline: 20 percent text, 40 percent figures, 40 percent space. Consider grouping related text and figures with a border for readability. Remember that the normal flow for reading is left to right.
5. Place the title of your work in a prominent position on your poster. Include your name and your school. You may wish to have handouts, business cards, and a way to collect names and contact information for anyone interested in receiving more details about your research.
6. Allow yourself plenty of time to set up your poster in order to relax and enjoy the presentation. Although it is possible for you to circulate among the other posters during your session, you are expected to be at your poster as much as possible during the session to react to questions concerning your poster. You are also responsible for removing your poster at the end of the session.
7. Do not plan on using any audiovisual equipment. None will be available, and if you bring your own, it will not be secure.
8. Your poster represents you, your school, and the Northeast Regional Honors Conference. Take great care to plan and organize it well. Make sure it communicates the intended information in an interesting, visual manner. Ask your honors director or research advisor to proof your work.

For more help, look at the link to *Expanded Guidelines on Poster Designs* on the Conference Resources page of the NRHC website.