Notes to accompany research poster template

- ** The template is only meant to be used in the case where the conference organizers do not provide one. It should be kept in mind that most of the time, conference organizers will specify what sections they want included, the size of the poster, etc. Check these specifications first before beginning a poster.

- The template is just a rough draft which should be customized to each user's needs. The various text boxes should be re-sized according to amount of space needed for content. For example, the results section may spill over into a second column and the other boxes made smaller to accommodate this. Text boxes can be re-sized by right-clicking on the box and choosing "format shape".

- The poster should be re-sized to fit the final dimensions. This can be done in the "page setup" menu. Alternatively, the ratio for up-sizing the poster when printed should be calculated (for example, poster size to increase 4X), and all text and figures made smaller by the same ratio while editing.

- The template was created using the official Fraser Health colours and logo. Here is the link to the FH style book: http://fhpulse/graphics_and_printing/logos/Pages/Default.aspx

- Print shops may have software other than PowerPoint that they prefer to work with. In some cases, a poster created in PowerPoint will print with slightly different colours than what is seen on screen. It's a good idea to speak with the printshop that will be used before beginning a poster so that printing problems are avoided. Some printshops will do pre-prints (a smaller version of the poster) to check how a poster will look.

What to include in each section

Title
Keep the length of the title as brief as possible without taking away information that will sum up your topic. The title should be no longer than 2 lines.

Affiliation
All FH staff and physicians should list "Fraser Health Authority" as their primary affiliation.
Note: a hospital site is not appropriate as Fraser Health is the legal entity and not the hospital.

Introduction section

1-2 paragraphs to introduce your issue, explain why the research was undertaken, and provide a brief literature summary (with references) to place your research in context. Include the research question or a hypothesis and the study objectives. Do not bore readers right away with excessive information.

Methods section

Materials and methods used in the research project. Include a rationale to explain why you chose these methods. Figures or pictures can be used to illustrate a method (for example, a flow chart to demonstrate a process, a picture to demonstrate placement of a medical device, etc.).

Results section

Summary of the results, including general aspects of the data collected and a discussion of the validity of data obtained. Include data that directly addresses the research question. Discuss whether study progressed as planned. Include figures, tables and pictures to summarize your results.

Discussion section

Briefly review the research question and the results obtained. Explain what the results mean in the context of the research question, and why the results are interesting or significant. Relate the results to other published research in the field. Include a brief statement on future research to be undertaken.

References section

The font of the References section can be shrunk more than in other sections.

Acknowledgements section

Acknowledgement of the support and assistance from others. Be particularly careful to mention any funder that provided funds for the research, either in the form of a research grant or in-kind contributions.

For more tips on poster design, see the poster workshop taught by Dept. of Evaluation & Research Services.

See also Google Images for examples of research posters.