**GUIDELINES FOR URAD POSTER**

**SUMMER RESEARCH SYMPOSIUM (SRS)**

**THE SUMMER RESEARCH SYMPOSIUM IS A SHOWCASE AND CELEBRATION OF THE OUTSTANDING RESEARCH AND ARTISTRY PROJECTS THAT UNDERGRADUATE STUDENTS HAVE PARTICIPATED IN THROUGHOUT THE ACADEMIC YEAR. PROJECTS INCLUDE INDEPENDENT STUDY, CAPSTONE PROJECTS, SEF, EURA, USOAR, SROP, RESEARCH ROOKIES OR ANY OTHER RELATED RESEARCH/ARTISTRY PROJECTS.**

**POSTER OPTION A (Project title goes here)**

Undergraduate Student Presenter(s) Name (Replace all template text with your information)

Department of (your department here), College of (your college here), Northern Illinois University - and - Community Organization's Name

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**Project Overview/Abstract**

- **How to use this template**
  - Highlight text (excluding title) using "etermine" in the top right corner of your text
  - Insert text from a Microsoft Word document or other text editing program

- **Text size**
  - Body text: 12-point Times New Roman
  - Headings: 14-point Times New Roman

- **Font**
  - Use a plain font such as Arial, Times New Roman, or Calibri

- **Abstract length**
  - 300 words maximum

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**Objectives/Methods**

- **Abstract**
  - Be sure to spell check all text and colleagues' names.

- **Methods**
  - Is your project a literature review?

- **Materials & Methods**
  - Be sure to submit a data table or figure if you have one.

- **Results**
  - Use bold to highlight key points.

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**Outcomes**

- **Background**
  - Write the background of your project.

- **Methodology**
  - Describe the methodology used in your project.

- **Results**
  - Highlight the results of your project.

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**Reflective Analysis**

- **Introduction**
  - Provide an overview of your project.

- **Discussion**
  - Discuss the implications of your results.

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**Poster “Do’s”**

- 32”x40” (URAD required size)
- Include the NIU institutional logo
- Use a plain, solid-color background
- Have 30-40% empty space
- Use high quality charts, images, and graphs

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**Poster “Don’ts”**

- Use fancy background options
- Forget to add charts, images, and graphs
- Be text heavy and use multiple fonts
- Use overly technical language
- Forget to acknowledge those that helped you

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**ABSTRACT:**

- Short summary of your research
- Should match what you submit with registration
- Some disciplines DO NOT put an abstract – check with your mentor

**Significance & Rationale:**

- Provides an overview of what your project entails
- How your research addresses a topic

**Methods**

- Overview of how you conducted your project
- Can be understood by an expert as well as someone with no prior experience
- May include images/diagrams

**Analysis/Results:**

- Highlights what your research shows
- May include graphs, charts, images

**Discussion/Conclusion:**

- Wraps up your findings
- Provides ideas for future steps
- Final thought you are leaving the viewer with

**References & Acknowledgements:**

- Reference any citations on the poster using your field specific format
- Acknowledge your mentor, any program sponsors, and funding sources

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**Project Relevance/Significance**

- To change the background color, go to View/MasterSlide Master
- Then, go to Format/Slide Master
- Under “Available Backgrounds” there are many options here – remember not to let your design overpower your content in any way. Some of the custom template backgrounds for PowerPoint do not transfer well. By providing a copy of your final file, we can ensure that your graphics look and design choices print as intended.

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**Acknowledgments/References**

- Check to make sure you have acknowledged partner and funding agencies, either with text or with their logos.

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**Conclusion**

- Make sure to follow the detailed instructions provided by OSERS on how to print your poster.