

# RSCAD Poster Guidelines & Tips

Feel free to submit all projects, but typically, RSCAD projects include the following elements.

## Posters

Posters are evaluated based on content and effective communications. (See Rubric)

## Content

- Include only the most pertinent data on the poster.
  - Research Posters:
    - Title, author(s), faculty mentor(s), an introduction (including research questions/hypotheses), a description of the methods used, findings/results, a discussions/conclusion, an abstract, and references. Acknowledgements can be included if space allows.
  - Creative Design Posters:
    - Title, designer(s), faculty mentor(s), purpose statement, a description of the design process (e.g., background research, methods/techniques/materials, outcomes/results), summary/discussion of purpose achievement, recommendations for future design, and references. Acknowledgements can be included if space allows.
- Posters are a visual format, so use graphic elements often.
- Creative design posters, include images to clearly show the design, which may include 3D design front, back and detail views.
- Do not use hand drawings.
- Prepare and print poster in advance to arriving.
- Posters are not to exceed 36x48".

## Display

The displays will be evaluated based on the design work (aesthetics and visual impact) and the quality of the written content. (See Rubric)

## Additional Information

- The College will print posters, free of charge, if submitted by Monday, February 27. (See the College poster printing instructions)
  - Carefully check and proofread poster, the College provides ONE poster per conference or event. No reprints.
- Students need to receive approval on the final poster file from a committee member or faculty mentor before submitting.
- If presenting a poster, the College will provide a way to display it.
- If presenting a display, the College will provide a small easel and/or table, if needed. Students needing any other type of display mount (e.g., dress form, special stand) will need to work with the individual's department faculty to reserve and use those items.
- Students are responsible for assembling, disassembling, and if applicable, returning borrowed items.
- Students MUST attend the entire event.

## Formatting

The following link provides a great resource for poster formatting and graphic/image utilization.

<https://www.liverpool.ac.uk/media/livacuk/computingservices/printing/making-an-impact-with-your-poster.pdf>

## College Poster Printing Instructions

- Formatting
  - Posters cannot exceed 36x48".
  - Minimum of ½" white border along all edges.
  - No large areas of dark colors
- Other Reminders
  - Carefully check and proofread the poster, the College provides ONE poster per conference or event. No reprints.
  - Students are responsible for graphics and image quality
- Printing
  - katelinr@ksu.edu a full-scale PDF file by deadline. Once the poster is printed you will receive an email letting you know you can pick it up in Justin 119 (Dean's Office).

**Reminder: The College provides ONE poster per conference or event. No reprints.**